

CITY OF KALISPELL

MONTANA

PRELIMINARY

BUDGET DOCUMENT



FISCAL YEAR 2016-2017

CITY OF KALISPELL

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City of Kalispell
OFFICE OF THE CITY MANAGER
201 First Avenue East
Kalispell, MT 59903

April 28, 2016

Honorable Mayor Mark Johnson
Members of the Kalispell City Council
PO Box 1997
Kalispell, MT 59903

Ladies and Gentlemen,

It is my pleasure to submit for your consideration, the Fiscal Year 2017 proposed budget for all municipal operations. This letter is intended to serve as the budget message for this proposal, and outlines the nature of the approximate \$68,000,000 budget plan for the coming year. This budget is impacted by significant capital projects (TIGER grant, Kidsports grant, and 4th Ave East reconstruction). This message is not intended to identify all the specifics of the budget document, but rather provide an overview of the revenues and expenditures, fund levels, unique attributes impacting the budget, and significant budget related activities of the organization. Moreover, as changes will be implemented between the preliminary budget and final budget adoption, numbers in this document may be slightly different than the numbers in the budget document itself.

The budget document is a substantial policy and managerial tool that highlights the interaction between the staff, the governing body, and the community. Through the budget document, service levels are established, policy directions are initiated, and fiscal positioning is achieved. The budget is an effort in cooperation between the entities of the City and the public as a whole.

During my time in Kalispell, we have seen the budget objective informally evolve from building financial sustainability, to refining service delivery models, to re-establishing the service level in many of our funds. This year's budget moves toward improving our service delivery capabilities in some of our core functions, including police, parks, and street operations. FY16 brought an increased amount of growth to the budget that marked the beginning of looking at these services. While we aren't forecasting as much revenue growth in this year's budget, we are recommending the increase in our service delivery operations for these functions, while at the same time keeping a tax level that is at the same as last year. We are seeing commercial growth taking place with large projects and are involved in large scale improvements with our own public infrastructure system, including our trails and athletic facilities. With this increased activity in the area, we are seeing and preparing for increased service delivery requirements. The fiscal restraint and flexibility that has been provided through all levels of the organization over the last four years, now provides us the opportunity and flexibility to engage in these types of reviews and discussions.

I am pleased to present the FY17 proposed budget and am comfortable in the recommended appropriations, the expected service levels resulting from this funding distribution, and the efforts to adjust service levels and delivery methodologies to the community that we are serving.

ACCOMPLISHMENTS IN 2015 AND 2016

As the FY17 budget is proposed, it is appropriate to return to recent municipal accomplishments. While the listed items are only a sample of the improvements and respective accomplishments, they do represent a concerted effort across departments for the improvement of services being offered by the City of Kalispell, and in some cases dictate the projects that we will be undertaking in FY17.

- Acquired ownership interest in 6 parcels of land at Old School Station as a means of managing the outstanding debt obligation for the special assessment improvements and to facilitate the opportunity for private investment in the development. These properties have been recently placed on the market and have seen some activity, though we have yet to receive an offer on a parcel;
- Following the approval of a Resolution of Intention for the construction of the West Side Interceptor as part of the deviation process for the active management of the allocated, but unused, capacity within the sewer conveyance system, we began the process of land and easement acquisition for the preferred route for this major infrastructure improvement. Currently, the project is on schedule for construction in FY18;
- This past fiscal year, we received a \$10 million TIGER grant for the development of a rail park and pedestrian trail through the downtown CORE area. This project includes removal of the rail from the downtown area in an effort to open this section of town to increased pedestrian, commercial, and residential activity. We are currently working through requirements of the grant program. Having previously completed design work for the rail park, as soon as we complete the pre-grant requirement, we will be ready to move forward with construction;
- Partnered with Kidsports on a successful application for a \$1.4 million grant to improve the infrastructure at the Youth Athletic Complex. This will lead to the creation of 7 multi-purpose fields and a possible Babe Ruth baseball field. We are currently in the process of developing the final engineering;
- After several years of community discussions, passed a parking management plan for the area around Flathead High School;
- During last year's budget sessions we discussed shifting our utility billing operations from a schedule of billing every two months to a monthly billing cycle. We have implemented this change as of January 1, and are currently monitoring the impact it has had on billing collections. The early trend is that it has reduced shut offs by 50%. Not only is this beneficial to our collection operations, it is also a benefit to those that are impacted by water service disruption for non-payment. While it is too early to make a definitive conclusion, the early trend appears beneficial;
- Partnered with the City of Whitefish to aid them in plan review for commercial construction projects;
- Anticipating the completion of the Alternate Highway/Bypass and Four Mile Drive. These two projects will have a significant impact on traffic patterns and are leading to in-depth discussion of how transportation will be managed in the future. This discussion included the recent RPA presentation which looked at 8 potential traffic alternatives;

- Reviewed and adopted an updated Police and Fire Impact fee report. We are currently in the update of our final impact fee. The stormsewer update should be finished during FY17;
- Implemented a social media program to aid in the overall communication efforts with the community. We now have a social media presence on Facebook and Twitter;
- Escalated Dead Elm Tree and tree stump removal by shifting resources from forestry personnel into private contracts dedicated to those two areas;
- Initiated an update of the South Kalispell Urban Renewal Plan and retained CTA Architects to facilitate this update. This plan is currently moving through the Urban Renewal Agency and will likely come before Council in time for establishing a long term direction for South Kalispell, and making appropriate budgetary decisions;
- Completed a review and implementation of a new rate structure for the City of Kalispell's Emergency Medical Services;
- Initiated and adopted an organization wide-leadership training program. This six module program will be completed by the end of June and is providing valuable leadership, communication, and conflict resolution training;
- Participated in a third outreach effort in Washington, D.C., with elected representatives and Federal Agencies related to the TIGER Grant application;
- Continuing a Kalispell Downtown long term review, including the nature of traffic in the downtown area and how it is anticipated to develop with the completion of the bypass and how it will interact with the implementation of the TIGER project in the CORE area.

PROPOSED FY17 BUDGET AT A GLANCE

Major highlights and conditions of the proposed FY17 budget include the following:

- The proposed FY17 budget is based on service levels needed to accomplish the goals outlined in the budget for each department, balanced with available resources.
- Property tax is the primary source of revenue for the general fund. It is limited to increases through new growth and the allowable inflationary index as identified in state statutes. Projecting property taxes is a difficult assumption to make as final valuations are not released until August, when we will know what the final property tax valuation is for the year. Reviewing new additions to county records, however, we feel comfortable with the forecast applied to the revenue projections.

Based on the projections we are making, we are recommending not increasing property taxes by the allowable inflationary adjustment. Additionally, we are recommending lowering property taxes in the general fund by the same amount that property taxes will be increased by the permissive medical levy. This amount would be allowable to be levied in future years if circumstances require it. But, for FY17, our property taxes will be neutral to the taxpayers of Kalispell.

- Public Works has scheduled an improvement project for 4th Avenue East. This includes water and road replacement. There are 14 blocks that are part of the overall project. During budget discussions last year, Council provided direction to staff to move this project forward as one project in order to minimize neighborhood impact and to take advantage of one-time mobilization costs. As such, this project has been placed into this year's budget and is broken out as expenditures into the appropriate funds.
- Information Services has initiated a redesign of the municipal website. We have been in discussion with CivicPlus, which offers a web-based experience geared toward municipalities. In addition to providing an increased user experience and the ability to

more easily make changes within the website format, we are planning to incorporate additional online billing options for some of our services through the improved platform. The agreement with CivicPlus is spread over four years and includes two full redesigns/updates.

- A new fund has been created in this year's budget. To track the revenues and expenditures for the TIGER grant, we have established it as an independent fund within the budget. This will be of a significant aid as we work through this project. We anticipate construction of the rail park portion of the TIGER grant to commence during the FY17 fiscal year.
- In addition to a new fund being created for the TIGER grant, we are also adding a fund to track revenues and expenditures for the Kidsports grant. This project will likely be substantially completed in FY17, with some finishing items projected for FY18.
- The Community Development special revenue fund is reflecting the transfer of funds to cover the annual assessments on the 6 parcels at Old School Station. The Community Development fund is responsible for maintaining the parcels and paying the special assessments on an annual basis. Additionally, it will be receiving funding from the Tax Increment Districts to reimburse the fund for the initial land acquisition cost.
- In 2010, the budget was prepared for the park's department by dedicating a set amount of mills (22.4) that was intended to hold steady and provide a consistent revenue stream that increases with growth relative to the general fund. The concept behind this strategy was valuable in the belief that revenues for park operations would be consistent with the growth and demands placed on the department. However, changes in valuations have not been consistent with growth in general fund revenues. For example, when centrally assessed property taxes decreased, the value of the mill decreased. The corresponding revenue in the parks also decreased as it was tied to 22.4 mills. However, the general fund revenue did not decrease as its revenue is not tied to mills, but to the previous year's appropriation. Thus, the general fund grows while the parks revenue decreases. Since 2010, general fund revenue has grown by 19%. Parks revenue, if based on 22.4 mills, would not have increased, but would actually have decreased a very small amount, less than 1%, during that same time frame. This year's budget is appropriating additional funding to the parks department in an effort to account for the impact of the mill levy value not being a consistent standard when compared to overall growth. This increased funding will provide for a greater attention to the overall operation of the parks department, including the parks system, the Youth Athletic Complex, and the forestry operations. Over the next five years, potential improvements in the parks system would include:
 - Additional FTE that is included in this budget that would provide help to parks, Youth Athletic Complex, and forestry (see section on Full-time equivalencies)
 - Improvements in the park assets, including renovations of bathroom facilities proposed for Woodlawn Park in this year's budget
 - ADA improvements throughout the system
 - Trails maintenance
 - Asphalt drives and parking lot maintenance within the parks
 - Irrigation improvements
 - Playground improvements
 - Landscaping improvements
- Activity in the Building Department has been accelerated, especially in the areas of commercial plan review and inspections. Revenue amounts exceeded FY16

expectations and the current information regarding projects ready to be submitted would significantly exceed last year's budgeted amount as well. As such, our department is facing a significant increase in service delivery expectations. To account for this increase we are looking at increasing staffing in GIS(with a correlating decrease in GIS in planning), an increase in support staff and inspection staff. These positions are explained more in-depth below in the full-time equivalencies subsection.

➤ Full-time equivalencies:

- Building Department: 1) This year, we are proposing an increase of 0.2 (8 hours a week) FTE in our GIS Operations for the Building Department. The 0.2 hours has previously been authorized, though not appropriated in the Planning Department. 2) Currently, the Building Department shares 0.25 of an employee with Community Development to aid in front desk support. This 0.25 is being shifted completely to Community Development to aid in support for project implementation and administration. It is being replaced by 0.6 FTE in the Building Department for a new part time employee to aid in front desk support. 3) A new full time FTE is being added to the Building Department as an inspector. The current and anticipated commercial projects support adding this position to provide the necessary service delivery for review of plans and inspection services. The addition of the personnel within this fund is supported entirely by its revenues and is forecasted to be able to support the increased personnel through anticipated succession planning, should revenues at some point in the future drop below sustaining levels for the fund.
- Parks Department: For FY17, we are proposing an additional FTE that would be split between the Youth Athletic Complex (0.80) and Forestry (0.20). There would be an additional reduction of a seasonal staff at the Youth Athletic Complex. The change to an FTE, however, would provide the complex with the manpower at the beginning (April and May) and ending (September and October) of the season when our part-time or seasonal help is typically no longer available. Typically, we pull personnel into Youth Complex operations from park activities. Having an additional staff member assigned to the Youth Complex would allow dedicated attention to these operations and help the parks' crews maintain their duties throughout the rest of the system. During the winter, this position would revert to forestry to aid in the maintenance of the forestry operations that we have not been able to get to with the emphasis on contract duties for the removal of trees, rather than in-house personnel to respond to daily needs of the division.
- Streets Department: The FY17 budget is being recommended with an additional FTE in the Streets Department to maintain our level of services. The level of staffing in the Street Department has not changed since 1998. Since then our population has increased by over 5000 people and our roads/alleys have increased from 100 to 153.6 miles. While all street department operations would benefit with the added resource, it might be most notable in snow removal operations where the added miles and subdivisions are taxing our operations.
- Police Department: Two officers are included in the FY17 budget. Both of these officers are planned to be funded through the same grant program that is providing funding for one of our current officers. In looking at potentially having three officers on a grant program creates the challenge of funding these positions once the grant program expires. This has been addressed by funding capital in

the same amount during this time period (explained more fully in the next budget highlight paragraph). In addition to additional officers, we are recommending an additional 0.5 hours for our crime analyst/evidence technician activities. 10 hours would be allocated to crime analyst activities and 10 hours would be allocated to evidence processing.

- For the past several budget reviews, discussions have included trying to find a way to fund capital throughout all of our funds. The FY17 budget recommends increasing our funding designated for capital line item by about \$240,000. This amount is not projected to perpetually fund capital. Rather it is intended to provide a needed allocation for future capital costs within the general fund and will be moved to operations when the grant funding is no longer available. As can be seen within this budget, respectively, we are planning to purchase a fire apparatus that would be funded through a debt instrument. Had a capital allocation been placed to account for depreciation of this equipment, we would be looking at being able to purchase the equipment without debt and its resulting interest payment. Our intent is to build a balance to fund these needed capital purchases with an amount that would otherwise fund the police officers that are being funded through grant funds. When the grant funding expires, the amount of funding going to capital will decrease to cover the ongoing personnel costs. Thus, we are able to provide a mechanism to fund capital in the general fund, and also add law enforcement officers to our public safety efforts.
- Previously, the ambulance fund has been a point of discussion during the budget sessions. This past year, staffing was held at 6 personnel, rather than bringing in a seventh person on overtime in situations where we previously called in the additional responder. At the beginning of the year, Council adopted a new rate structure for EMS services. We anticipate that this increase will make the department self-sufficient. At the time of the recommendation of the preliminary budget, we are only looking at one to two months of receipts, which is a relatively small data sample to make projections. As such, the transfer being recommended from the general fund to the ambulance service is \$150,000. This is down from last year's budgeted transfer of \$380,000. At the time of final budget preparation and adoption, we will have an additional four months of data to examine and revise projections.
- We are not looking at any rate increases as part of the preliminary budget proposal. However, we are recommending review of funding for two different areas of service. 1) As we are currently in the process of reviewing stormsewer impact fees, a process that will be completed during FY17, we feel it will be a good time to review stormsewer assessments as well. This way, the discussion on impact fees is not held in isolation of assessment rates. 2) Though we are not proposing a rate increase in Forestry, we do anticipate spending significant time during the budget workshop to review the service level in this fund and the challenges faced with its current personnel staffing levels. While we have been able to advance the tree and stump removal in this fund, general operations for tree maintenance is falling behind.
- This is the third year of including a 5-year Capital Improvement Plan for the municipal departments that outlines expected timeframes for equipment replacement and capital projects. This schedule helps to forecast the needs of the department and outlines projects that are being planned in future years. The CIP is updated on an annual basis with some projects being adjusted on the timeline and equipment being deferred, based upon priorities and available resources.

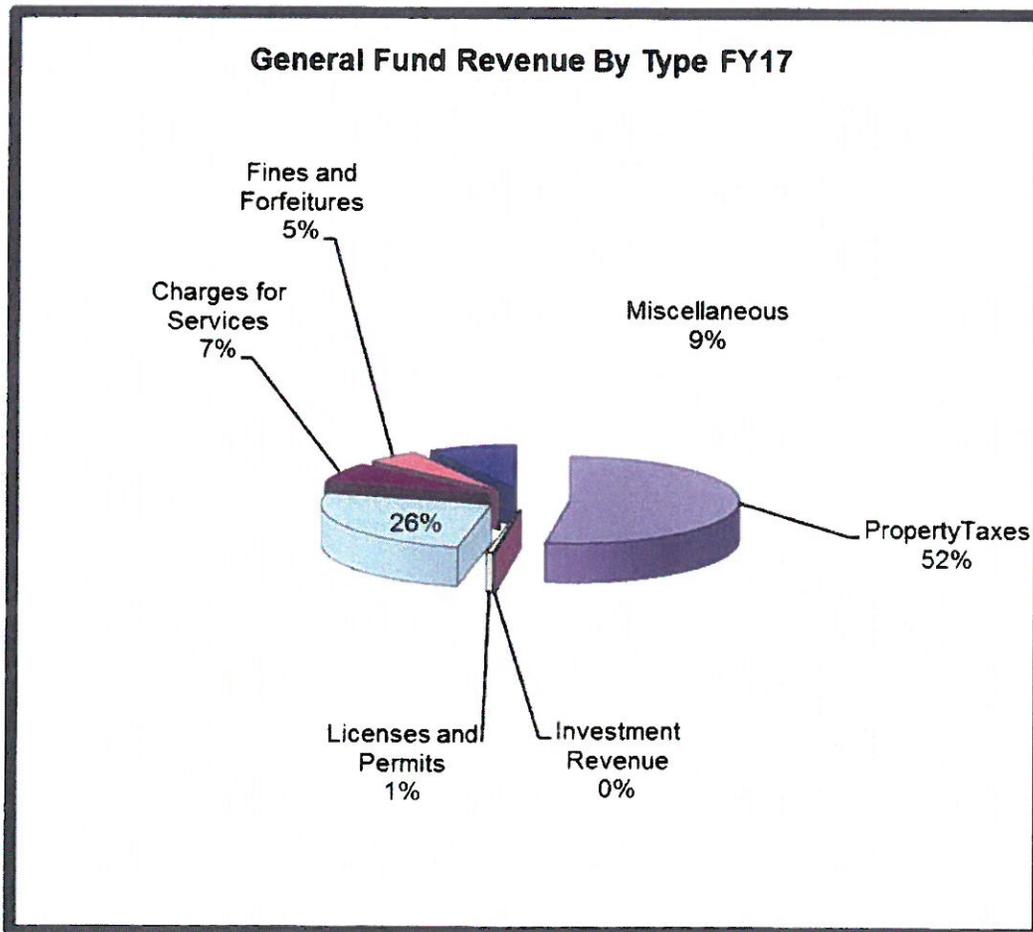
- For the fourth year in a row, we are receiving a credit from MMIA for liability insurance. This credit has been applied as a decreased expense.
- Health insurance costs from MMIA are projected to increase for the second time in the past four years. This year's increase is projected to be 7.3%. We have been fortunate to not have experienced the larger increases that have been present in the insurance industry.

GENERAL FUND REVENUE

PROPERTY TAX

Property tax is the primary revenue source within the general fund. As we do not receive final property valuations for the current year until the first week in August, we are required to forecast revenues with incomplete information. For FY17, we anticipate the valuation to increase in conjunction with last year's growth of taxable property. Large construction projects that are anticipated to be built in FY17 are on tax exempt parcels. Thus, future year growth may not hold to the same levels that we saw in FY16 and anticipate in FY17.

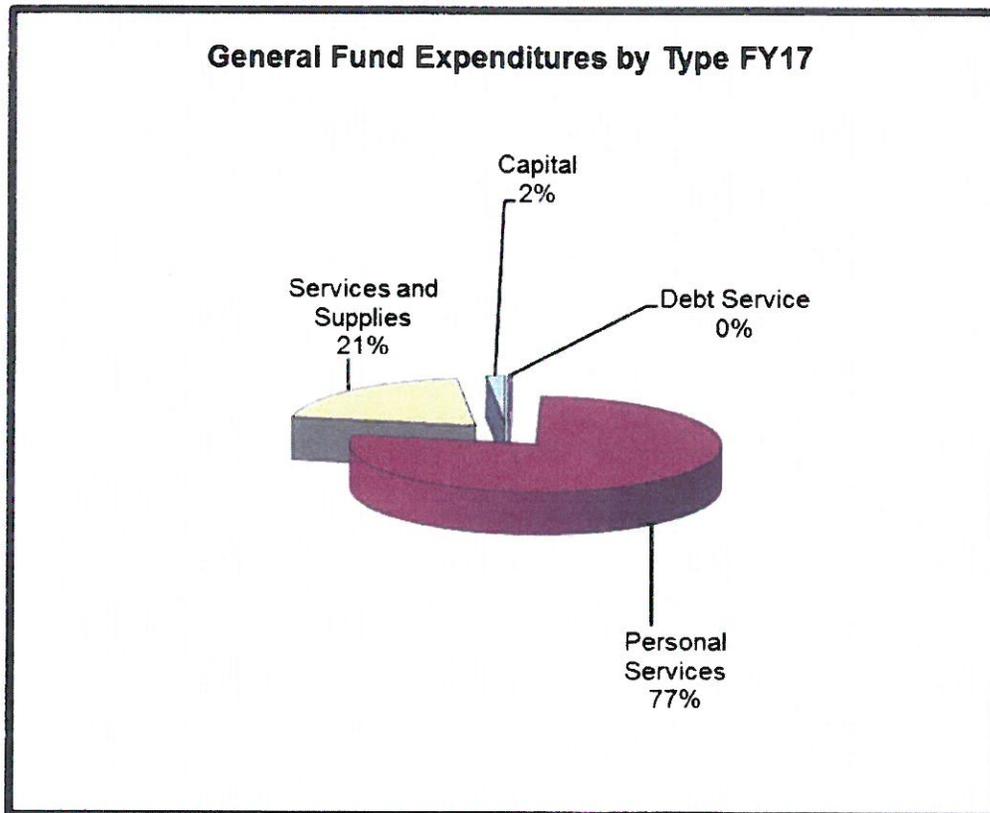
General Fund Revenues by Percentage



GENERAL FUND EXPENDITURES

Expenditures in the General Fund are budgeted at \$10,757,653. This is a 3% increase from the total expenditures adopted in the FY16 budget. Expenditure categories are broken down in the chart below.

Breakdown of General Fund Expenditures by Percentage



SPENDING LEVELS BY DEPARTMENT

The following table provides a comparison of general fund departmental expenditures from FY16 to FY17. The table is included to demonstrate the funding levels for respective activity in this year's recommended budget as compared to the previous year. Changes may be indicative of large capital items, significant additions to departmental responsibilities, or other changes in operation and maintenance costs.

Table 1. Comparison Increase from Prior Year- General Fund Departments

General Fund Departments	FY2016 Adopted Budget	FY2017 Proposed Budget	% change
City Manager	\$196,111	\$189,750	-3%
Human Resources	\$162,534	\$168,445	3.6%
Mayor/Council	\$132,677	\$147,610	11.3%
City Clerk	\$120,694	\$124,876	3.4%
Finance	\$286,451	\$279,316	-2.5%
Attorney	\$450,658	\$470,722	4.5%
Municipal Court	\$351,404	\$362,869	3.3%
Public Works	\$40,638	\$39,711	-2.2%
City Hall	\$279,179	\$307,050	10%
Police	\$4,452,984	\$4,728,647	6.2%
Fire	\$2,735,865	\$2,670,356	-2.4%
Planning Department	\$357,954	\$371,258	3.7%
Community Development	\$62,165	\$85,873	38%

SPECIAL REVENUE AND ENTERPRISE FUND REVENUES, EXPENDITURES, AND BALANCES

Below is a table of the Special Revenue and Enterprise Funds, with their related revenues, expenditures, and fund balances. Those funds in bold are addressed in the narrative following the table.

Table 2. Revenues, Expenditures, and Fund Balances in Special Revenue and Enterprise Funds

Fund	Revenues	Expenditures	Balance
SPECIAL REVENUE FUNDS			
Parks	\$1,798,800	\$1,781,858	\$413,687
Forestry	\$265,600	\$317,933	\$87,298
Ambulance	\$1,151,000	\$1,286,176	\$190,788
Building Department	\$534,500	\$709,186	\$491,514
Light Maintenance	\$386,900	\$366,365	\$189,122
Gas Tax	\$406,748	\$496,562	\$250,831
Street Maintenance	\$3,595,518	\$4,158,524	\$1,361,377
ENTERPRISE FUNDS			
Airport Operations	\$76,853	\$68,147	\$152,871
Water	\$5,803,627	\$6,776,561	\$7,070,864
Sewer	\$4,985,000	\$10,273,292	\$4,992,051
Storm Sewer	\$1,404,500	\$2,311,483	\$2,366,305
Solid Waste	\$984,600	\$1,200,059	\$855,054

FORESTRY

The Forestry Special Revenue Fund was established in 2001 with the following objectives: 1) implement a hazard reduction program, 2) replacement for removals or vacant sites, 3) pruning cycles for inventoried trees, 4) public education and site assistance, and 5) maintain a departmental tree maintenance unit. The primary function the department has concentrated on the past two years is the removal of Dutch Elm Disease through an outsourced agreement with a private contractor. This process was further extended for stump removal this last fiscal year. While we have made definitive progress in these two areas, the other functions of the department have been relegated to a lesser priority due to lack of resources.

While we are not recommending a increase in forestry assessments for this budget, we are looking at having extensive discussions during the budget workshop to review the level of service options and resulting assessment breakdown. Adding the additional 0.2 FTE will provide an opportunity to address some of the deferred operations. A full review, however, will be beneficial to identify the service level desired.

AMBULANCE

Previous budgets have outlined the challenges in funding this operation. History has included a dedicated EMS levy that failed to pass in 2015. Since then, we have reduced call-in staffing that aligned with a 6 person shift. This past year, we implemented a fee schedule based upon the fees of a private company serving one a Montana community. It is anticipated that this fee schedule will eliminate the amount transferred from the general fund. For this years' budget, we reduced the transfer to \$150,000 as we do not have enough data to forecast its elimination. However, we do hope to have a better idea by the time of the presentation of the final budget.

BUILDING DEPARTMENT

The Building Department acts as an enterprise fund that is allowed by State law to have a one year contingency fund, and is required to have spending levels for the next year to lower the reserve amount. Last year, we reached that level due to increased activity in building. To meet this demand, we added an additional building inspector. With the addition of revenue from our partnership with Whitefish to conduct their commercial plan reviews, and some significant commercial projects, we are again facing the same situation as last year. Thus, we are adding personnel to meet this demand in inspections and support with clerical and GIS operations. As an enterprise operation, this fund's revenues and expenditures will be monitored to maintain the proper balance.

AIRPORT

We are currently in the review of the South Kalispell Urban Renewal Plan update. This updated plan will provide an opportunity to re-establish a vision for South Kalispell and the Kalispell City Airport. The primary question emerging from the plan update is whether to keep the airport or to close it? The driver for both of these options is how will it be funded? As this process is in the final review of the Urban Renewal Agency, and has already been before the City Council at a work-session, we are hopeful to have direction by the time of the final budget submission in August. This would provide and funding/financing initiatives to be placed into the FY17 budget

appropriations. Of course, if a decision comes at a later time, the budget can be amended to account for necessary changes.

PERSONNEL COMPENSATION AND BENEFITS

Over the past four years, we have strived to create compensation decisions that provide equity across the organization. Attempting to spread this equity to the non-represented employees of the City of Kalispell, we have averaged the total compensation (step plus base adjustment) increase for the three labor unions to apply that amount to the non-represented employees. The FY17 labor contract compensation increases are 3.3%, 1.3%, and currently in negotiation for the IAFF labor unit (these are listed in the table below). This currently averages to a 2.3% total compensation increase which is being proposed for the non-represented employees.

Salary Increase for Respective Labor Groups (Overall Increase- Inclusive of Base Adjustment, Longevity, Merit, etc.)											
Police Contract			Fire Contract			AFSCME Contract			Non-Union		
FY15	FY16	FY17	FY15	FY16	FY17	FY15	FY16	FY17	FY15	FY16	FY17
2.4%	3.0%	3.3%	3.3%	3.3%	NA	3.3%	3.3%	1.3%	3.0%	3.2%	2.3%

As part of last year’s budget approval, a market-based pay matrix was implemented in order to better align our organization with the market. Following the adoption of this process and matrix by AFSCME, we initiated the same process with the non-represented groups as a means to further the equity across the organization. The outcome for this effort was a wage matrix that provides consistency for advancement through a respective pay range for employees while connecting every position with the respective market. Similar to the implementation of the AFSCME matrix, 1.3% is being appropriated as part of the total compensation to allow for step advancement, provided training requirements have been met for each position. This 1.3% is similar to the annual step increases in our police and fire union contracts. For FY17 an additional 1% is being appropriated as a base adjustment. This amount would equal the average total compensation of 2.3% for the labor units.

Health care increases for MMIA are projected to increase 7.3% for FY17 for the City of Kalispell. This increase is shared between the city and the employees, depending upon the respective employee plan. Two years ago, we did not have an increase in our plan. Last year the increase was 5.3%. Overall, our average for the three years is 4.2%. In an effort to maintain lower rates, MMIA continues to encourage employees to participate in their wellness program activities, which are designed to identify preventive illnesses and avoid long-term cost exposures.

CONCLUSION

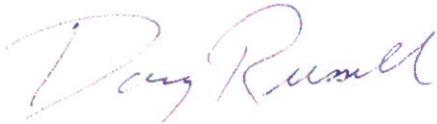
The proposed budget was developed and is recommended as an appropriate use of the resources available to the City. The focus of the budget has been in identifying areas of service delivery need within the community and focusing resources in these areas. Specifically, we see this in law enforcement, parks, and street budgets. With large infrastructure improvements

being undertaken, it is important to not neglect our basic services. While there is a significant amount of optimism and activity in our community surrounding the enhancement of the City of Kalispell, it is important to recognize that this growth increases the need for resources to be invested in our basic services. Hence, we are looking forward the improvements that can be made within these respective activities over the next fiscal year.

As the local economy continues to reflect growth in commercial building, we anticipate a continuing growth period for fiscal year 2018. Watching the market respond to the public projects in the next several years will be closely watched as we forecast further into the future. While the fiscal developments may always be a challenge to predict, the activity and projects identified in this year's budget will likely have a long term impact within the community.

In conclusion, I believe the preliminary budget preparations are a demonstration of the efforts of the employees of the City of Kalispell in striving for an improved community through their collective efforts. Furthermore, the direction provided by the City Council has been effective in outlining areas of focus for service delivery in the community. Finance Director, Rick Wills, has done an exceptional job in providing incremental changes to improve budget presentation, fiscal sustainability, and financial oversight. The collective goal of all involved has been to create the mechanism from which municipal services are delivered to the residents of the City of Kalispell. With these acknowledgements, I present the proposed FY17 budget.

Respectfully,



Douglas R. Russell
City Manager

EXHIBITS

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1	Budget Certification
2	Listing of Officials
3	General Statistical Information
4	Resolution No. 5578 - General Fund Unassigned Fund Balance Policy
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20	All Funds - Recap of Expenditures/Expenses by Function



City of Kalispell

Budget Certification

THIS IS TO CERTIFY that the Preliminary Budget for Fiscal 2017, was prepared according to law and approved by the Kalispell City Council on June 20, 2016; and that all financial data and other information set forth herein are complete and correct to the best of my knowledge and belief.

Signed _____
Mark Johnson
Mayor

Date _____

Signed _____
Doug Russell
City Manager

Date _____

CITY OF KALISPELL
2017 PRELIMINARY BUDGET

ELECTED OFFICIALS

Manager/Council form of Government

Mayor Mark Johnson 12/2017

Council members:

Kari Gabriel	Ward I	12/2019
Jim Atkinson	Ward III	12/2017
Sandy Carlson	Ward I	12/2017
Rod Kuntz	Ward III	12/2019
Wayne Saverud	Ward II	12/2019
Phil Guiffrida	Ward IV	12/2019
Chad Graham	Ward II	12/2017
Tim Kluesner	Ward IV	12/2017

Other City Officials:

City Manager	Doug Russell
Attorney	Charles Harball
Police Chief	Roger Nasset
Fire Chief	Dave Dedman
Finance Director	Rick Wills
City Treasurer	Deb Deist
City Clerk	Aimee Brunckhorst
Municipal Judge	Lori A. Adams
Public Works Director	Susie Turner
Parks Director	Chad Fincher
Planning Director	Tom Jentz
Human Resource Director	Terry Mitton
Information Technology	Erika Billiet

CITY OF KALISPELL, MONTANA
Miscellaneous Statistics
(unaudited)

Class of City	1st
Date of Organization	1892
County	Flathead
Form of Government	Council/ Manager
Number of employees (non-elected) fiscal year 2017	191.4
Seasonal employees	121
Elected Mayor, 8 Council persons, Municipal Judge	10
Population of the City - 2014 estimate	21,518
Land area	7,507
Registered Voters (active):	8,148
Taxable Valuation 2015	\$ 37,952,794

City Services:

- Police protection
- Fire Department, Ambulance Service and Building Inspection
- Parks & Recreation
- Community Development
- Public Works-Streets, Water, Sewer, Wastewater Treatment, Storm Sewer
- General Administration-City Manager, Attorney, Finance, City Clerk, Municipal Court
- Planning, Human Resources
- Airport

Number of building permits issued FY15	254
Miles of Streets & Alleys	151
Municipal Water/Sewer:	
Number of water consumers	7,675
Number of Sewer consumers	8,347
Average daily water consumption (millions)	
Miles of water main	137.1
Miles of sewer main	138.1
Miles of storm main	65.5
Water rate per 1,000 gallons	\$ 2.43
Sewer rate per 1,000 gallons	\$ 4.78
Irrigation per 1,000 gallons	\$ 1.55

Customer service costs each (water \$15.00/sewer \$16.88) per bi-monthly billing period.

PROPERTY TAX MILL LEVIES FY2016

General Fund/Parks Department	170.1
G.O. Bond - Pool/Fire Station	12.5
Permissive Health Levy	23.0
TOTAL	205.6

RESOLUTION NO. 5578

A RESOLUTION ADOPTING A FORMAL POLICY FOR BUDGETING TOWARD A SPECIFIED UNASSIGNED FUND BALANCE IN THE GENERAL FUND.

WHEREAS, the City Council acknowledges that the City of Kalispell, as a local government, is vulnerable to economic uncertainty, unanticipated events, credit rating assignments, and potential shortfalls in revenue cycles within any respective budget year; and

WHEREAS, it is the desire of the City Council that the city sustain a strong financial foundation for unassigned fund balances, but to also uphold a financial culture that does not sacrifice the provision of municipal services merely for the sake of fiscal targets; and

WHEREAS, the Government Finance Officers Association in Best Practice “Appropriate Level of Unrestricted Fund Balance in the General Fund” identifies that a general purpose government, regardless of size, should maintain an unrestricted fund balance in its general fund of no less than two months (16.7%) of general fund operating revenues or expenditures;” and

WHEREAS, the City Council hereby finds that it is prudent and in the best interests of the city to establish a specific policy to guide the development and maintenance of the level of unassigned fund balance within the general fund.

NOW THEREFORE BE IT RESOLVED by the Council of the City of Kalispell, Montana that:

SECTION I. The targeted ending unassigned fund balance in the general fund shall be 20% of the annual general fund revenues for that respective fiscal year.

SECTION II. Should events occur that require the use of the unassigned fund balance that lowers it below the 20% level, budgeting adjustments shall be made in the following year that realigns the unassigned fund balance toward, if not to the 20% amount.

SECTION III. Unassigned fund balances above 20% will be budgeted toward municipal operations so as to not create an excessive unassigned balance of taxpayer provided funds.

PASSED AND APPROVED BY THE CITY COUNCIL AND SIGNED BY THE MAYOR OF THE CITY OF KALISPELL, THIS 20TH DAY OF AUGUST, 2012.



Tammi Fisher
Mayor

ATTEST:



Theresa White
City Clerk

CITY STAFF	Salaries		FUND SPLITS FY2017																		
	lowest to	highest	General	Parks	Recreation	Forestry	Building	Amb.	Streets	Lighting	Water	Sewer	WWTP	Storm	Garbage	Garage	Info. Technology	Com. Dev.	Airport	Grants	
1	\$118,682																				
1	\$84,230																				
1	\$57,734																				
1	\$65,688																				
0.55	\$24,381																0.55				
1	\$86,192									0.15	0.15										
1	\$50,300									0.25	0.25										
1	\$69,823																				
1	\$31,216																				
1	\$49,632									0.25	0.25										
1	\$104,776								0.20	0.20	0.05	0.05		0.20	0.20						
1	\$81,745																				
1	\$71,055																				
1	\$46,834																				
1	\$44,454																				
1	\$79,177																				
1	\$7,796																				
2	\$33,700	\$35,976																			
1	\$38,649																				
1	\$93,375																				
1.6	\$18,241	48672																			
1	\$65,229																				
1	\$52,847																				
1	\$49,131																				
1	\$62,536																				
5	\$41,906	\$56,585																			
2	\$48,358	\$78,446																			
1	\$98,324																				
3	\$81,474	\$84,710																			
8	\$69,113	\$78,780																			
21	\$50,404	\$64,728																			
1	\$56,678																				
3	\$58,715	\$62,139																			
2	\$54,643	\$58,422																			
1	\$54,434																				
1	\$43,368																				
1	\$35,308																				
2	\$35,559	\$42,971																			
3.75	\$32,364	\$32,782																			
1	\$31,612																				

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FOR CERTIFIED VALUE INFORMATION FROM DEPARTMENT OF REVENUE

**Mill levy calculation - Dept. of Revenue values
for FY2017**

**DETERMINATION OF TAX REVENUE AND MILL LEVY LIMITATIONS
UNDER HOUSE BILL 124**

MAXIMUM PROPERTY TAXES AUTHORIZED:

Ad valorem tax revenue authorized to be assessed 2015-2016	6,628,196
Add: FISCAL YEAR 2016 INFLATION ADJUSTMENT @ 0.67% Section 94 (1)(a)	
44,409	44,409
Less: FY15 SB96 Reimbursement through Entitlement Share	
Property Tax Revenue Assessed	6,672,605

CURRENT YEAR LEVY COMPUTATION:

Taxable value per mill	▶	TBD
Less: Newly taxable property per mill value,		
Taxable value per mill (enter as negative)	TBD	TBD
Adjusted Taxable value per mill		#VALUE!
Authorized mill levy under HB 124		#VALUE!
Adjusted taxable value per mill		#VALUE!
Add: Newly taxable property per mill value		
Taxable value per mill of net and gross proceeds (col	#VALUE!	#VALUE!
Taxable value per mill (including newly taxable property)		#VALUE!
Authorized mill levy under HB 124 (includes floating mills)		#VALUE!
Current property tax revenue limitation		#VALUE!

RECAPITULATION:

Previous year adjusted property tax revenue assessed (5)	6,672,605
Amount attributable to newly taxable property	#VALUE!
Current property tax revenue authorized limitation	#VALUE!

Mill Levy - 5 year Comparison

	FY2013	FY2014	FY2015	FY2016	FY2017
GENERAL FUND	132.20	131.70	134.40	147.70	TBD
PARKS -designated mills	22.40	22.40	22.40	22.40	TBD
	154.60	154.10	156.80	170.10	TBD
**Permissive levies:					
G. O. BOND, series 2012 refunding bonds	12.5	12.5	12.5	12.50	TBD
TOTAL CITY LEVY	167.10	166.60	169.30	182.60	TBD
Health Ins. levy -premium increases	16.90	16.80	16.80	20.80	TBD
Parks health	1.60	1.70	1.70	2.20	TBD
TOTAL CITY LEVY w/PERMISSIVE	185.60	185.10	187.80	205.60	TBD

**The legislature provided for the increase in mills necessary to pay higher health insurance premiums.

The G.O. Bond debt service levy is voter approved and can go up or down each year depending on the debt service schedule and the value of the mill.

Other Government levies:

City/County Health Fund (Administered by the County)	5.75	5.75	5.74	6.57	TBD
Business Improvement District Levy (plus square footage assessment at .015 sq. ft.)	37.5	37.5	37.5	37.5	TBD

COSTS TO ALLOCATE: FY15 Actual

Manager	\$	174,140
Personnel	\$	155,494
Mayor/council	\$	118,416
City Clerk	\$	122,621
Finance	\$	251,549
Attorney (less prosecutors)	\$	174,189
City Hall	\$	242,176
General Gov'l./Insurance	\$	88,686
Total	\$	1,327,271

ADMINISTRATIVE TRANSFER FORMULA

ALLOCATION FY2017 BUDGET

METHOD OF ALLOCATION:

Actual Costs for each fund are taken from the previous year's financial statements.

FY14 Comparison		FY15 Expenditures	Percent of Total	
\$ 19,101,636	General Government	\$ 17,371,106	0.57558833	
\$ 212,415	Airport TIF 2185 & 3185 (minus transfer)	\$ 210,176	0.00696415	
\$ 78,302	Westside TIF 2188 & 3188	\$ 78,773	0.00261011	
\$ 211,195	Forestry	\$ 188,079	0.00623198	
\$ 144,098	BID	\$ 106,605	0.00353234	
\$ 81,290	Airport - less depr	\$ 58,247	0.00193002	
\$ 2,410,228	Water Fund - less billing	\$ 2,352,779	0.07795890	\$(12,808,634) supported funds
\$ 189,316	Water Billing	\$ 180,767	0.00598968	\$ 30,179,740 total per budget print out
\$ 1,511,698	Sewer Operations	\$ 1,465,732	0.04856675	\$ 17,371,106
\$ 167,920	Sewer Billing	\$ 160,408	0.00531510	
\$ 2,550,122	Wastewater Fund	\$ 2,552,062	0.08456208	
\$ 869,874	Storm sewer	\$ 903,889	0.02995019	
\$ 812,650	Solid Waste Fund	\$ 848,392	0.02811131	
\$ 362,781	Building Inspection	\$ 398,464	0.01320302	
\$ 2,025,212	Street Maintenance	\$ 2,059,426	0.06823869	
\$ 383,069	Light Maintenance	\$ 287,587	0.00952913	
\$ 960,244	Ambulance	\$ 957,248	0.03171823	
\$ 32,072,050	Total	\$ 30,179,740	1.000000	

ALLOCATION:

General Fund	0.575588	Total Allocation	FYI Last Years	diff	Monthly
Airport TIF	0.006964	\$ 9,243	\$ 8,674	\$ 569	\$ 770.28
Westside TIF	0.002610	\$ 3,464	\$ 3,198	\$ 266	\$ 288.69
Forestry	0.006232	\$ 8,272	\$ 8,624	\$ (352)	\$ 689.29
BID	0.003532	\$ 4,688	\$ 5,884	\$ (1,196)	\$ 390.70
Airport	0.001930	\$ 2,562	\$ 3,320	\$ (758)	\$ 213.47
Water Operations	0.077959	\$ 103,473	\$ 98,426	\$ 5,047	\$ 8,622.71
Water Billing	0.005990	\$ 7,950	\$ 7,731	\$ 219	\$ 662.49
Sewer Operations	0.048567	\$ 64,461	\$ 61,733	\$ 2,728	\$ 5,371.77
Sewer billing	0.005315	\$ 7,055	\$ 6,857	\$ 198	\$ 587.88
Wastewater Operations	0.084562	\$ 112,237	\$ 104,138	\$ 8,099	\$ 9,353.06
Storm sewer	0.029950	\$ 39,752	\$ 35,523	\$ 4,229	\$ 3,312.67
Solid Waste	0.028111	\$ 37,311	\$ 33,186	\$ 4,125	\$ 3,109.28
Building Inspection -	0.013203	\$ 16,282	\$ 13,573	\$ 2,709	\$ 1,356.83
Street Maintenance	0.068239	\$ 90,571	\$ 82,703	\$ 7,868	\$ 7,547.60
Light Maintenance	0.009529	\$ 12,648	\$ 15,643	\$ (2,995)	\$ 1,053.98
Ambulance 2230	0.031718	\$ 42,099	\$ 39,213	\$ 2,886	\$ 3,508.22
Total	1.000000	\$ 1,326,029	\$ 528,426	\$ 33,641	\$ 46,838.93

\$ 562,067
Revenue to General Fund

Notes: Did not include cost of prosecutor to be distributed for Admin.

Building fund not allowed to share cost of Mayor & Council

INFORMATION TECHNOLOGY TRANSFER FY17

Information Technology Fund	M & O/dpr	DISTRIBUTED COSTS		General Fund phones	2017 Transfer Amt.	2016 Last Years
		Equipment	40,700 \$			
	\$ 376,389		\$ 76,000			
AIRPORT	\$ 0.5%	\$ 1,882	\$ 204	\$ 2,085	\$ 2,094	
BUILDING	\$ 7.0%	\$ 26,347	\$ 2,849	\$ 29,196	\$ 16,750	
WATER	\$ 7.0%	\$ 26,347	\$ 2,849	\$ 29,196	\$ 33,500	
WATER BILLING	\$ 7.0%	\$ 26,347	\$ 2,849	\$ 29,196	\$ 33,500	
SEWER	\$ 4.0%	\$ 15,056	\$ 1,628	\$ 16,684	\$ 16,750	
SEWER Billing	\$ 7.0%	\$ 26,347	\$ 2,849	\$ 29,196	\$ 33,500	
WW/TP	\$ 5.0%	\$ 18,819	\$ 2,035	\$ 20,854	\$ 25,125	
STORM	\$ 4.0%	\$ 15,056	\$ 1,628	\$ 16,684	\$ 12,562	
ST. MAINT.	\$ 3.0%	\$ 11,292	\$ 1,221	\$ 12,513	\$ 12,562	
GARBAGE	\$ 3.0%	\$ 11,292	\$ 1,221	\$ 12,513	\$ 12,562	
AMBULANCE	\$ 4.0%	\$ 15,056	\$ 1,628	\$ 16,684	\$ 16,750	
Central Garage	\$ 2.0%	\$ 7,528	\$ 814	\$ 8,342	\$ 8,375	
Comm. Dev.	\$ 2.0%	\$ 7,528	\$ 814	\$ 8,342	\$ 4,188	
FORESTRY	\$ 1.0%	\$ 3,764	\$ 407	\$ 4,171	\$ 4,188	
GENERAL	43.5%	\$ 287,858	\$ 17,705	\$ 76,000	\$ 235,655	\$232,406
	100.0%	\$500,518	\$0	\$ 76,000	\$ 381,563	\$250,000
					\$ 617,218	\$482,406

CENTRAL GARAGE SERVICES - FY17 TRANSFER

Departments	Actual FY13	FY13 % of Total	Actual FY14	FY14 % of Total	Actual FY15	YTD FY15 % of Total	FY13 & FY14 & FY15 Total			FY13 & FY14 & FY15 % of Total		FY17 Garage Budget Distribution
							FY13 Total	FY14 Total	FY15 Total	FY13 % of Total	FY14 % of Total	
Total												\$ 464,491.00
Ambulance	\$ 5,733.85	2.9%	\$ 9,706.10	4.2%	\$ 6,014.00	2.5%	\$ 21,453.95	0.032	\$ 14,780.45	0.003	\$ 1,323.79	
Building	\$ 323.55	0.2%	\$ 798.95	0.3%	\$ 799.00	0.3%	\$ 1,921.50	0.003	\$ 1,323.79	0.003	\$ 1,323.79	
Central Garage	\$ 140.64	0.1%	\$ 113.40	0.0%	\$ -	0.0%	\$ -					
Fire	\$ 15,818.04	7.9%	\$ 17,168.94	7.4%	\$ 25,099.00	10.4%	\$ 58,085.98	0.086	\$ 40,017.65	0.086	\$ 40,017.65	
Forestry	\$ 3,676.91	1.8%	\$ 2,898.80	1.2%	\$ 3,165.00	1.3%	\$ 9,740.71	0.014	\$ 6,710.75	0.014	\$ 6,710.75	
Parks	\$ 17,422.64	8.7%	\$ 18,124.63	7.8%	\$ 22,431.00	9.3%	\$ 57,978.27	0.086	\$ 39,943.45	0.086	\$ 39,943.45	
Planning	\$ 551.29	0.3%	\$ 164.01	0.1%	\$ 997.00	0.4%	\$ 1,712.30	0.003	\$ 1,179.67	0.003	\$ 1,179.67	
Police	\$ 31,872.64		\$ 34,328.77		\$ 23,972.00		\$ 90,173.41	0.134	\$ 62,123.91	0.134	\$ 62,123.91	
Parking Commission	\$ 3,574.93		\$ 1,980.15		\$ 1,725.00		\$ 7,280.08	0.011	\$ 5,015.53	0.011	\$ 5,015.53	
	\$ 35,447.57	17.8%	\$ 36,308.92	15.6%	\$ 25,697.00	10.6%	\$ 97,453.49		\$ 67,139.44		\$ 67,139.44	
Public Works	\$ 2,382.00	1.2%	\$ 1,160.78	0.5%	\$ 1,030.00	0.4%	\$ 4,572.78	0.007	\$ 3,150.36	0.007	\$ 3,150.36	
Sewer/Storm	\$ 6,936.03	3.5%	\$ 9,969.32	4.3%	\$ 7,365.00	3.0%	\$ 24,270.35	0.036	\$ 16,720.77	0.036	\$ 16,720.77	
Solid Waste	\$ 32,591.29	16.3%	\$ 33,088.75	14.2%	\$ 34,929.00	14.5%	\$ 100,609.04	0.149	\$ 69,313.42	0.149	\$ 69,313.42	
Street	\$ 64,222.35		\$ 83,563.24		\$ 89,139.00		\$ 236,924.59	0.351	\$ 163,226.41	0.351	\$ 163,226.41	
Traffic Signs & Signals	\$ 3,464.19		\$ 3,937.33		\$ 3,087.00		\$ 10,488.52	0.016	\$ 7,225.94	0.016	\$ 7,225.94	
	\$ 67,686.54	33.9%	\$ 87,500.57	37.5%	\$ 92,226.00	38.2%	\$ 247,413.11		\$ -		\$ -	
Water	\$ 6,621.65	3.3%	\$ 12,784.98	5.5%	\$ 12,129.00	5.0%	\$ 31,535.63	0.047	\$ 21,726.10	0.047	\$ 21,726.10	
WWTP	\$ 4,289.05	2.1%	\$ 3,536.65	1.5%	\$ 9,640.00	4.0%	\$ 17,465.70	0.026	\$ 12,032.79	0.026	\$ 12,032.79	
	\$ 199,621.05	100.0%	\$ 233,324.80	100.0%	\$ 241,521.00	100.0%	\$ 674,212.81	100.0%	\$ 464,491.00	100.0%	\$ 464,491.00	

Note: Equipment that serves Storm is included in the above Sewer numbers. Sewer's garage services should be split: 50% storm, 50% sewer.

FY 2017 DEBT OBLIGATION SCHEDULE - ALL FUNDS

RATE	FUND	Remaining Principal 6/30/2016	FY 2017 Payment		
			PRINCIPAL	INTEREST & FEES	TOTAL
<u>SPECIAL REVENUE:</u>					
3.95%	2008 Fire Ladder Truck -Rocky Mtn. Bank Note \$575,000 10 yr	\$133,175	\$65,500	\$4,651	\$70,151
1.55%V	2015 BOI - Chip Truck (Forestry) 5 yr	\$34,498	\$6,774	\$535	\$7,309
1.55%V	2011 BOI - Compactor \$ 45,928 (Spec. Street Maint) 5 yr	\$9,421	\$9,421	\$146	\$9,567
1.55%V	2011 BOI - Dump Truck & Roller \$124,865 (Spec. Street Maint) 5 yr	\$28,358	\$28,358	\$440	\$28,798
1.55%V	2013 BOI - P/U and Tractor \$45,000 (Parks) 5 yr	\$18,314	\$9,112	\$284	\$9,396
1.55%V	2013 BOI - Stump Grinder \$20,000 (Forestry) 5 yr	\$8,140	\$4,050	\$126	\$4,176
1.55%V	2013 BOI - (2)Dump Trucks \$175,000(Spec. Street Maint.) 5 yr	\$78,618	\$39,111	\$1,219	\$40,330
1.55%V	2013 BOI - Boom Truck \$97,651 (Light Maint.) 5 yr	\$43,917	\$21,862	\$681	\$22,543
1.55%V	2014 BOI -06 Intl Dump Tk \$46,500 (Spec St. Maint) 5 yr	\$28,160	\$9,299	\$436	\$9,735
1.55%V	2014 BOI - 07 Intl Dump Tk \$116,195 (Spec St. Maint) 5 yr	\$77,844	\$25,757	\$1,207	\$26,964
1.00%	2005 USDA- IRP Loan 61-01 Revolving Fund \$520,000 30 yr	\$380,182	\$18,272	\$3,802	\$22,074
1.00%	2006 USDA- IRP Loan 61-03 Revolving Fund \$228,497 30 yr	\$188,748	\$8,138	\$1,887	\$10,025
	SPECIAL REVENUE TOTALS	\$1,029,375	\$245,654	\$15,414	\$261,068
<u>DEBT SERVICE FUNDS:</u>					
3.83%	2005 AIRPORT TIF DEBT \$2,000,000 15 yr	\$650,000	\$150,000	\$28,483	\$178,483
1.55% V	2016 CITY HALL REFINANCE BOI - \$412,571 (5 yr)	\$372,101	\$80,980	\$5,768	\$86,748
1.59%	2012 G. O. BOND-refunding POOL & FIRE HALL \$4,145,000 10 yr	\$2,350,000	\$465,000	\$41,838	\$506,838
4% V	2012 WESTSIDE TIF, 2012 NOTE \$500,000 25 yr 4% variable	\$448,000	\$14,500	\$17,780	\$32,280
	DEBT SERVICE FUNDS TOTALS	\$3,820,101	\$710,480	\$93,869	\$804,349
<u>SIDEWALK & CURB WARRANTS (8 yr)</u>					
3.50%	2008 S&C \$ 8,980	\$1,123	\$1,123	\$36	\$1,159
3.50%	2009 S&C \$ 7,629	\$1,907	\$954	\$62	\$1,016
3.25%	2010 S&C \$ 942	\$353	\$118	\$11	\$128
3.25%	2011 S&C \$ 5,792	\$2,896	\$724	\$87	\$811
3.25%	2012 S&C \$ 3,982	\$2,489	\$498	\$81	\$579
3.25%	2013 S&C \$17,472	\$13,104	\$2,184	\$426	\$2,610
3.75%	2014 S&C \$ 7,846	\$6,864	\$981	\$223	\$1,204
3.50%	2015 S&C \$ 9,272	\$9,272	\$1,159	\$487	\$1,646
	S & C TOTALS	\$38,008	\$7,739	\$1,413	\$9,152
<u>SID'S:</u>					
5.60%	2001 SID 343 - Sunnyview KRCM \$1,518,500 20 yr	\$235,000	\$80,000	\$13,040	\$93,040
5.27%	2006 SID 344 - Old School Station \$4,520,000 20 yr	\$2,270,000	\$225,000	\$112,633	\$337,633
3.00%	2013 SID 345 - The "Willows" \$242,000 15 yr	\$213,000	\$14,000	\$6,635	\$20,635
	SID TOTALS	\$2,718,000	\$319,000	\$132,308	\$451,308
<u>ENTERPRISE FUNDS:</u>					
<u>Water</u>					
2.00%	2012 Refi SFR loan (Main & Idaho Water Main) \$404,000 9 yr	\$222,000	\$48,000	\$4,200	\$52,200
4.40%	2004 Refunding Bond (Hwy 93 So. Project) \$1,840,000 20yr	\$610,000	\$65,000	\$29,185	\$94,185
2.25%	2012 Refin SRF - B Bonds (New Reservoir) \$1,340,000 15 yr	\$1,025,000	\$83,000	\$22,601	\$105,601
	TOTAL WATER	\$1,857,000	\$196,000	\$55,986	\$251,986
<u>Sanitary Sewer & Waste Water Treatment Plant</u>					
2.25%	2012 Sanitary SRF loan \$1,009,000 (Hwy 93 So.) 12 yr	\$702,000	\$81,000	\$15,646	\$96,646
2.25%	2012 WWTP SRF LOAN \$12,827,000 15 yr	\$9,816,000	\$796,000	\$216,405	\$1,012,405
3.00%	2014 WWTP SRF LOAN \$1,102,748 (Digester Lid) 20 yr	\$966,000	\$44,000	\$28,650	\$72,650
	TOTAL SEWER/WWTP	\$11,484,000	\$921,000	\$260,701	\$1,181,701
<u>Solid Waste</u>					
1.55%V	2013 BOI \$172,988 (25 yd rear loader tk) 5 yr	\$116,192	\$38,343	\$1,801	\$40,144
	TOTAL ALL DEBT--ALL FUNDS		\$2,438,216	\$561,492	\$2,999,709

Note: all loans are fixed rate with the exception of the 10 BOI loans and the Westside TIF which are marked with a v next to the rate.

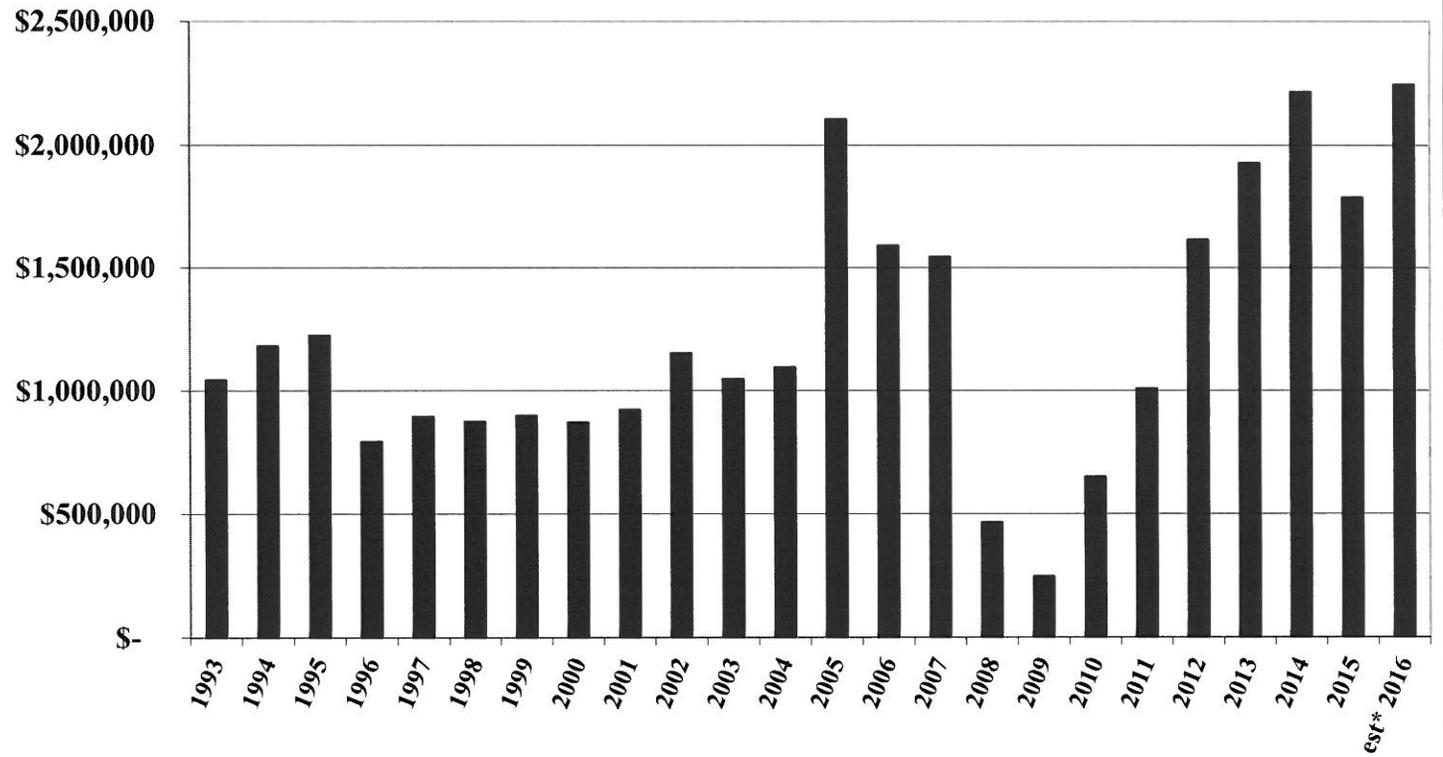
BOI - Board of Investments FY17 Rate: 1.55%
SRF- State Revolving Fund (DNRC money)

USDA-IRP -Dept of Agriculture Intermediary Relending Program
G. O. Bonds -General Obligation voted bonded debt

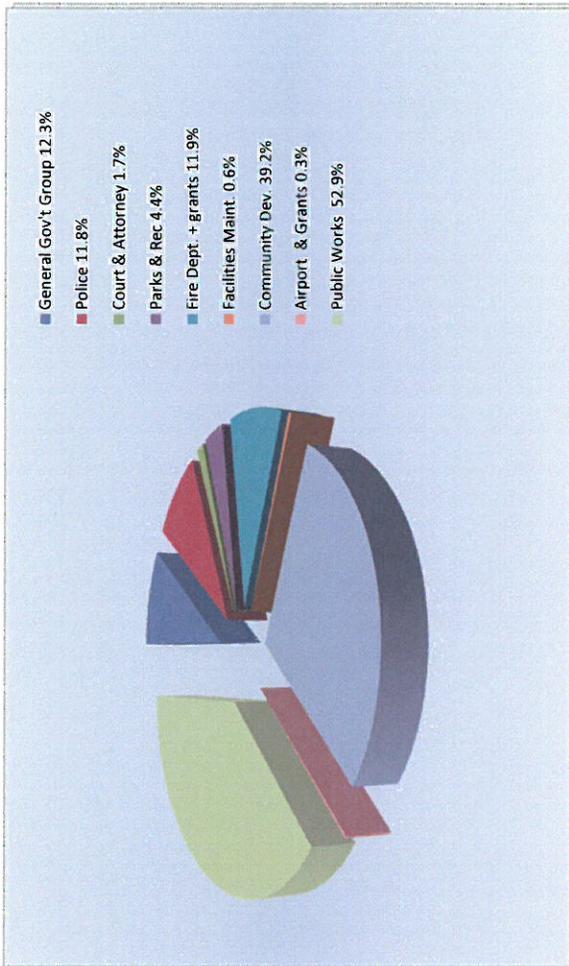
CITY OF KALISPELL

1993	\$ 1,044,175
1994	\$ 1,181,113
1995	\$ 1,223,218
1996	\$ 792,432
1997	\$ 896,072
1998	\$ 874,276
1999	\$ 898,859
2000	\$ 871,547
2001	\$ 921,976
2002	\$ 1,152,730
2003	\$ 1,047,542
2004	\$ 1,094,862
2005	\$ 2,106,768
2006	\$ 1,589,677
2007	\$ 1,543,883
2008	\$ 464,591
2009	\$ 244,122
2010	\$ 649,843
2011	\$ 1,007,681
2012	\$ 1,613,816
2013	\$ 1,928,157
2014	\$ 2,215,018
2015	\$ 1,787,753
est* 2016	\$ 2,244,838

**GENERAL FUND
Fund Balance at Year End**



Total City of Kalispell Budget by Department

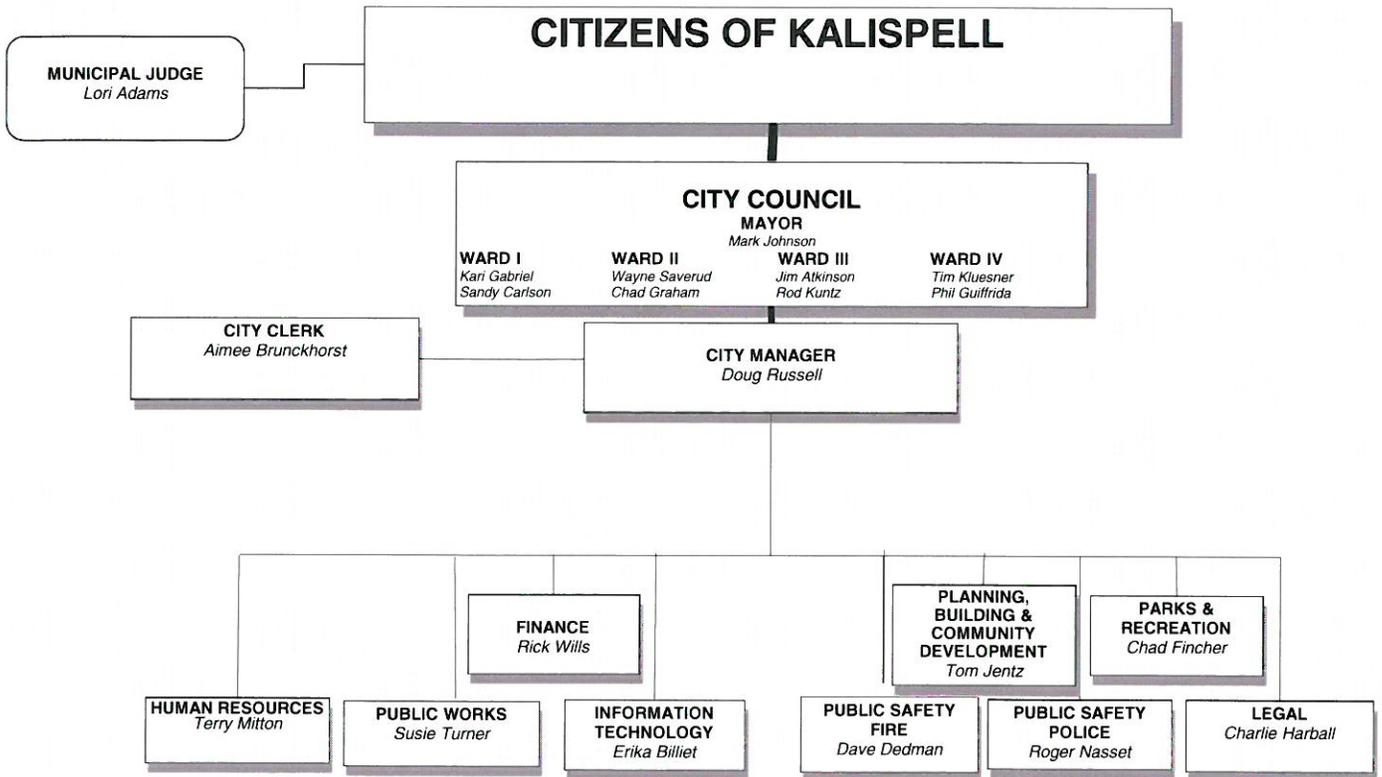


TOTAL EXPENDITURES	FY2017	
General Gov't Group 12.3%	\$ 6,195,440	12.3%
Police 11.8%	\$ 5,949,943	11.8%
Court & Attorney 1.7%	\$ 833,551	1.7%
Parks & Rec 4.4%	\$ 2,200,210	4.4%
Fire Dept. + grants 11.9%	\$ 6,000,761	11.9%
Facilities Maint. 0.6%	\$ 307,050	0.6%
Community Dev. 39.2%	\$ 19,717,913	39.2%
Airport & Grants 0.3%	\$ 166,065	0.3%
Public Works 52.9%	\$ 26,584,579	52.9%
	<u>\$ 67,955,512</u>	

Department totals include grants for those departments, operations and capital.

General Gov't group includes insurance, debt service information technology, planning, building, finance, city clerk, city manager, human resources and mayor & council budgets.

CITY OF KALISPELL, MONTANA
ORGANIZATIONAL CHART



2017 FUND POSITION

CITY OF KALISPELL

Fund Description	Resources Available Beginning Year	Anticipated Revenue	Proposed Expenditures	Estimated Ending Balance/ Carry over
1000 General Fund	\$ 2,244,838	\$ 10,996,646	\$ (10,757,653)	\$ 2,483,831
General Fund- On-behalf payments		\$ 1,360,000	\$ (1,360,000)	\$ -
Special Revenue Funds:				
2185 TAX INCREMENT-AIRPORT	\$ 1,430,053	\$ 551,671	\$ (1,785,608)	\$ 196,116
2188 TAX INCREMENT-WESTSIDE	\$ 4,021,965	\$ 301,628	\$ (4,095,681)	\$ 227,912
2210 PARKS IN LIEU OF	\$ 1,402	\$ 15	\$ (1,417)	\$ -
2215 PARKS & RECREATION FUND	\$ 396,745	\$ 1,798,800	\$ (1,781,858)	\$ 413,687
2230 AMBULANCE	\$ 325,964	\$ 1,151,000	\$ (1,286,176)	\$ 190,788
2310 OLD SCHOOL TECHNOLOGY TIF	\$ 9,003	\$ 65,156	\$ (57,500)	\$ 16,659
2311 OLD SCHOOL INDUSTRIAL TIF	\$ 12,027	\$ 9,100	\$ (15,000)	\$ 6,127
2372 HEALTH-PERMISSIVE LEVY	\$ 62,582	\$ 969,025	\$ (992,000)	\$ 39,607
2394 BUILDING CODE ENFORCEMENT	\$ 666,200	\$ 534,500	\$ (709,186)	\$ 491,514
2399 IMPACT FEE FUND	\$ 549,079	\$ 149,400	\$ (640,151)	\$ 58,328
2400 LIGHT MAINTENANCE	\$ 168,587	\$ 386,900	\$ (366,365)	\$ 189,122
2420 GAS TAX	\$ 340,645	\$ 406,748	\$ (496,562)	\$ 250,831
2500 SPECIAL STREET/TSS	\$ 1,917,861	\$ 3,595,518	\$ (4,158,524)	\$ 1,361,277
2600 URBAN FORESTRY DISTRICT	\$ 139,631	\$ 265,600	\$ (317,933)	\$ 87,298
2601 DEVELOPER'S TREES	\$ 99,002	\$ -	\$ (99,002)	\$ -
2825 MACI GRANT	\$ 29,781	\$ 418,067	\$ (433,202)	\$ 14,646
2880 CD LOAN REVOLVING	\$ 202,004	\$ 25,596	\$ (152,000)	\$ 75,600
2881 CD LOAN REVOLVING #2	\$ 167,194	\$ 28,500	\$ (150,000)	\$ 45,694
2886 COMMUNITY DEVELOPMENT	\$ 485,958	\$ 61,821	\$ (342,517)	\$ 205,262
2887 RURAL DEVELOPMENT	\$ 256,940	\$ 62,922	\$ (172,075)	\$ 147,787
2888 RURAL DEVELOPMENT #2	\$ 200,198	\$ 20,002	\$ (120,025)	\$ 100,175
2915 STONEGARDEN GRANT	\$ -	\$ 95,070	\$ (95,070)	\$ -
2916 DRUG ENFORCEMENT GRANT	\$ 1	\$ 101,614	\$ (99,976)	\$ 1,639
2918 CHRP GRANT	\$ 20,000	\$ 251,750	\$ (191,750)	\$ 80,000
2919 LAW ENF. BLOCK GRANT	\$ -	\$ 89,500	\$ (89,500)	\$ -
2955 BROWNFIELDS LOAN REVOLVING	\$ 100,500	\$ 488,407	\$ (588,907)	\$ -
2991 TIGER GRANT	\$ -	\$ 10,000,000	\$ (10,000,000)	\$ -
2994 KIDSPORTS GRANT	\$ -	\$ 2,152,726	\$ (2,152,726)	\$ -
2956 FIRE GRANTS	\$ 4,046	\$ 223,954	\$ (228,000)	\$ -
2957 HAZMAT GRANT	\$ 30,110	\$ 44,367	\$ (61,078)	\$ 13,399
Total Special Revenue Funds	\$ 11,637,478	\$ 24,249,357	\$ (31,679,790)	\$ 4,207,045

2017

PAGE 2 - Fund Position

	Resources Available Beginning Year	Anticipated Revenue	BUDGETED Expenditures	Estimated Ending Balance/ Carry over
Debt Service Funds:				
SID Revolving Fund	\$ 283,466	\$ 850	\$ -	\$ 284,316
G.O. BOND, series 2012 - Refunded Pool & Firehall	\$ 43,950	\$ 485,500	\$ (506,838)	\$ 22,612
NEW CITY HALL Debt Service	\$ 7,641	\$ 90,000	\$ (86,748)	\$ 10,893
SIDEWALK & CURB WARRANTS	\$ 638	\$ 9,293	\$ (9,270)	\$ 661
SIDs	\$ 479,040	\$ 385,208	\$ (451,308)	\$ 412,940
AIRPORT TIF DEBT SERVICE/Transfer to TIF	\$ 261,980	\$ 692,500	\$ (678,483)	\$ 275,997
WESTSIDE TIF DEBT SERVICE	\$ 871	\$ 32,340	\$ (32,280)	\$ 931
Total Debt Service funds	\$ 1,077,586	\$ 1,695,691	\$ (1,764,927)	\$ 1,008,350
Capital Project Funds:				
4150 FIRE PUMPER	\$ -	\$ 500,000	\$ (500,000)	\$ -
4290 WALK & CURB	\$ -	\$ 25,000	\$ (25,000)	\$ -
Total Capital Projects	\$ -	\$ 525,000	\$ (525,000)	\$ -
Enterprise Funds:				
5210 WATER *	\$ 7,190,954	\$ 5,803,627	\$ (6,776,561)	\$ 7,070,864
5310 SEWER/WWTP *	\$ 7,572,499	\$ 4,985,000	\$ (10,273,292)	\$ 4,992,051
5349 STORM SEWER *	\$ 2,981,866	\$ 1,404,500	\$ (2,311,483)	\$ 2,366,305
5510 SOLID WASTE *	\$ 914,091	\$ 984,600	\$ (1,200,059)	\$ 855,054
5610 AIRPORT *	\$ 144,165	\$ 76,853	\$ (166,065)	\$ 152,871
Total Enterprise Funds	\$ 18,803,575	\$ 13,254,580	\$ (20,727,460)	\$ 15,437,145
Internal Service Funds:				
6030 INFORMATION TECH. FUND *	\$ 136,382	\$ 616,655	\$ (636,862)	\$ 121,175
6010 CENTRAL GARAGE	\$ 36,828	\$ 508,164	\$ (503,820)	\$ 41,172
Total Internal Service Funds	\$ 173,210	\$ 1,124,819	\$ (1,140,682)	\$ 162,347
TOTAL CITY BUDGET	\$ 33,936,687	\$ 53,206,093	\$ (67,955,512)	\$ 23,298,718

* cash adjusted +\$4,034,517 for non-cash line items (depreciation)

Component Units

2700 BUSINESS IMPROVEMENT DISTRICT	\$ 57,258	\$ 96,110	\$ (148,734)	\$ 4,634
7855 TOURISM BID (pass thru fund)	\$ 49,000	\$ 525,000	\$ (574,000)	\$ -
Total with Component units			\$ (68,678,246)	

ALL FUND RECAP BY FUNCTION

FY 2017	Personal Services	Operations	Capital	Debt	Transfers	Other	Total
FUND:	& Benefits			Service		Financing Uses	
1000 General Fund	\$ 8,336,732	\$ 1,813,467	\$ 173,000	\$ 40,000	\$ 394,454		\$ 10,757,653
General Fund- On-behalf payments	\$ 1,360,000						\$ 1,360,000
Special Revenue Funds:							
2185 TAX INCREMENT-AIRPORT	\$ 24,765	\$ 10,843				\$ 1,750,000	\$ 1,785,608
2188 TAX INCREMENT-WESTSIDE	\$ 52,877	\$ 10,464			\$ 32,340	\$ 4,000,000	\$ 4,095,681
2210 PARKS IN LIEU OF			\$ 1,417				\$ 1,417
2215 PARKS & RECREATION FUND	\$ 1,191,532	\$ 399,430	\$ 161,000	\$ 29,896			\$ 1,781,858
2230 AMBULANCE	\$ 902,653	\$ 213,523	\$ 170,000				\$ 1,286,176
2310 OLD SCHOOL TECHNOLOGY TIF		\$ 22,500			\$ 35,000		\$ 57,500
2311 OLD SCHOOL INDUSTRIAL TIF					\$ 15,000		\$ 15,000
2372 HEALTH-PERMISSIVE LEVY					\$ 992,000		\$ 992,000
2399 IMPACT FEE FUND		\$ 10,000	\$ 560,000	\$ 70,151			\$ 640,151
2394 BUILDING CODE ENFORCEMENT	\$ 492,384	\$ 151,802	\$ 65,000				\$ 709,186
2400 LIGHT MAINTENANCE	\$ 89,174	\$ 224,648	\$ 30,000	\$ 22,543			\$ 366,365
2420 GAS TAX		\$ 411,562	\$ 85,000				\$ 496,562
2500 SPECIAL STREET/TSS	\$ 1,114,991	\$ 1,381,799	\$ 1,546,341	\$ 115,393			\$ 4,158,524
2600 URBAN FORESTRY DISTRICT	\$ 167,929	\$ 94,004	\$ 40,000	\$ 16,000			\$ 317,933
2601 DEVELOPER'S TREES		\$ 99,002					\$ 99,002
2825 MACI GRANT			\$ 433,202				\$ 433,202
2880 CD LOAN REVOLVING		\$ 2,000				\$ 150,000	\$ 152,000
2881 CD LOAN REVOLVING						\$ 150,000	\$ 150,000
2886 COMMUNITY DEVELOPMENT	\$ -	\$ 42,517		\$ 16,250		\$ 283,750	\$ 342,517
2887 RURAL DEVELOPMENT REVOLVING				\$ 22,075		\$ 150,000	\$ 172,075
2888 RURAL DEVELOPMENT REVOLVING #2				\$ 10,025		\$ 110,000	\$ 120,025
2915 STONEGARDEN GRANT	\$ 31,255	\$ 63,815					\$ 95,070
2916 DRUG ENFORCEMENT GRANT	\$ 94,135	\$ 5,841					\$ 99,976
2918 CHRP GRANT	\$ 191,750						\$ 191,750
2919 LAW ENF. BLOCK GRANT	\$ 68,000	\$ 21,500					\$ 89,500
2955 EPA BROWNFIELDS LOAN REVOLVING		\$ 11,453				\$ 577,454	\$ 588,907
2991 TIGER GRANT						\$ 10,000,000	\$ 10,000,000
2994 KIDSPORTS GRANT			\$ 2,152,726				\$ 2,152,726
2956 FIRE GRANTS		\$ 3,000	\$ 225,000				\$ 228,000
2957 HAZMAT GRANT	\$ 21,865	\$ 39,213					\$ 61,078
Debt Service Funds:							
G.O. BOND, series 2012 - Refinancing				\$ 506,838			\$ 506,838
NEW CITY HALL Debt Service				\$ 86,748			\$ 86,748
SIDEWALK & CURBS				\$ 9,270			\$ 9,270
SIDs				\$ 451,308			\$ 451,308
WESTSIDE TIF DEBT SERVICE				\$ 32,280			\$ 32,280
AIRPORT TIF DEBT SERVICE				\$ 178,483	\$ 500,000		\$ 678,483
Capital Project Funds:							
4150 FIRE PUMPER			\$ 500,000				\$ 500,000
4290 WALK & CURB			\$ 25,000				\$ 25,000
Enterprise Funds:							
						<u>Depreciation</u>	
5210 WATER *	\$ 1,100,408	\$ 903,871	\$ 3,680,296	\$ 251,986		\$ 840,000	\$ 6,776,561
5310 SEWER/WWTP *	\$ 1,202,998	\$ 1,476,690	\$ 3,716,903	\$ 1,181,701		\$ 2,695,000	\$ 10,273,292
5349 STORM SEWER *	\$ 472,236	\$ 261,524	\$ 1,249,723		\$ 43,000	\$ 285,000	\$ 2,311,483
5510 SOLID WASTE *	\$ 601,004	\$ 295,359	\$ 78,552	\$ 40,144	\$ 35,000	\$ 150,000	\$ 1,200,059
5160 AIRPORT *		\$ 68,147				\$ 97,918	\$ 166,065
Internal Service Funds:							
6010 CENTRAL GARAGE	\$ 212,878	\$ 264,942	\$ 26,000				\$ 503,820
6030 INFORMATION TECH. FUND *	\$ 225,350	\$ 364,812	\$ 41,700			\$ 5,000	\$ 636,862
TOTAL CITY BUDGET	\$ 17,954,917	\$ 8,667,728	\$ 14,960,860	\$ 3,081,091	\$ 2,046,794	\$ 21,244,122	\$ 67,955,512

GENERAL FUND

PAGE	FUND	Dept. #		
i-ii	1000		General Fund Revenue and Summary	
iii-iv	1000		General Fund Appropriation Summary	
1	1000	400	General Government	\$ 811,210
2	1000	401	City Manager	\$ 189,750
3	1000	401	Human Resources	\$ 168,445
4	1000	402	Mayor & City Council	\$ 147,610
5	1000	402	City Clerk	\$ 124,876
6	1000	403	Finance Department	\$ 279,316
7	1000	404	City Attorney	\$ 470,722
8	1000	406	Municipal Court	\$ 362,829
9	1000	410	Public Works Administration	\$ 39,711
10	1000	412	City Facilities Maintenance	\$ 307,050
11-13	1000	413	Police	\$ 4,728,647
14	1000	416	Fire	\$ 2,670,356
15	1000	420	Planning Department	\$ 371,258
16	1000	480	Community Development	\$ 85,873
			Total General Fund	<u>\$ 10,757,653</u>
17	1001		On-behalf Retirement Payments	<u>\$ 1,360,000</u>

GENERAL FUND REVENUE AND SUMMARY

FUND: 1000

MILL VALUE	\$	39,522	\$	37,953	\$	37,953	proposed
	ACTUAL		BUDGET		EST. ACTUAL		BUDGET
	FY14/15		FY15/16		FY15/16		FY16/17
GENERAL FUND MILL LEVY	134.40		147.70		147.70		
PROPERTY TAXES:							
311100	Real Property Taxes	5,579,079	5,418,805	5,450,000	5,600,000		
311105	PILOT payment	24,090	24,090	16,676	17,000		
311200	Personal Property	113,117	112,000	118,231	120,000		
312000	Penalty & Interest	18,309	10,000	8,000	8,000		
	SUBTOTAL	\$ 5,734,595	\$ 5,564,895	\$ 5,592,907	\$ 5,745,000		
LICENSES & PERMITS:							
322101	Alcohol Beverage	26,831	30,000	28,000	30,000		
322300	General and occupational	1,465	1,350	1,700	1,700		
323012	Planning fees & Sign permits	38,050	38,000	30,000	30,000		
323109	Zoning & Site Plan Review Fees	12,414	13,000	14,000	14,000		
323200	Parade Permits	1,600	1,000	1,000	1,000		
323300	Animal licenses	1,937	2,000	446	0		
	SUBTOTAL	\$ 82,297	\$ 85,350	\$ 75,146	\$ 76,700		
INTERGOVERNMENTAL REVENUE:							
335030	MV Tax Ad Valorem	1,153	1,000	2,000	2,000		
335076	Gaming Machine Permits	57,350	60,000	60,125	60,000		
335110	Live Card Game, keno & bingo	2,650	3,000	1,150	2,000		
335230	HB124 ENTITLEMENT	2,723,748	2,765,228	2,762,554	2,773,829		
	SUBTOTAL	\$ 2,784,901	\$ 2,829,228	\$ 2,825,829	\$ 2,837,829		
CHARGES FOR SERVICES:							
341020	Administrative charges	529,179	542,726	535,000	574,367		
341021	Grant Admin. (Planning, finance)	6,586	10,000	10,000	5,000		
341025	City Collections/other charges	6,644	8,000	2,000	5,000		
342010	KPD -Public safety fees	24,635	25,000	25,000	25,000		
342014	KPD -School Resource Officers	95,500	97,410	97,410	98,000		
342016	KPD -Regional Training /testing Reimb.	12,915	10,000	6,000	10,000		
343018	Parking Permits, meters, boot removal	93,155	95,000	95,000	95,000		
	SUBTOTAL	\$ 768,614	\$ 788,136	\$ 770,410	\$ 812,367		

cont.

GENERAL FUND
Revenue - Page 2

proposed

		ACTUAL	BUDGET	EST ACTUAL	BUDGET
		FY14/15	FY15/16	FY15/16	FY16/17
FINES AND FORFEITURES:					
351035	Parking fines	34,871	35,000	35,000	35,000
351017	Technology fees	28,942	30,000	30,000	30,000
351000	City Court Fines & fees, admin	474,420	500,000	500,000	500,000
SUBTOTAL		\$ 538,233	\$ 565,000	\$ 565,000	\$ 565,000
MISC. REVENUE					
362015	Insurance Reimbursements	24,714	20,000	30,543	20,000
362020	MMIA GASB 45 reimbursement	0	3,000	3,000	0
364030	Auction & misc. collections/donations	14,444	5,000	5,000	7,500
365018	Band shell contribution	350	250	0	0
381060	Operating transfer 2372 -health insurance	665,000	850,000	850,000	901,000
SUBTOTAL		\$ 704,508	\$ 878,250	\$ 888,543	\$ 928,500
INVESTMENT REVENUE:					
373030	Interest on Old School SID loan - 1.25%	\$ -	\$ 16,250	\$ 16,250	\$ 16,250
371010	Interest Earnings	\$ 12,779	\$ 7,000	\$ 13,000	\$ 15,000
TOTAL GENERAL REVENUE		\$ 10,625,927	\$ 10,734,109	\$ 10,747,085	\$ 10,996,646
CASH JULY 1 (Includes designated \$)		\$ 2,215,018	\$ 1,787,753	\$ 1,787,753	\$ 2,244,838
OTHER CASH (Deductions)/Additions					
12510	Loan repayment-employees	\$ 1,225	\$ -	\$ -	\$ -
13360	Loan to Comm. Dev. (Old School Station)	\$ (1,300,000)	\$ -	\$ -	\$ -
	Relocation loan Cash	\$ 5,755	\$ -	\$ -	\$ -
TOTAL AVAILABLE FOR BUDGET		\$ 11,547,925	\$ 12,521,862	\$ 12,534,838	\$ 13,241,484
EXPENDITURES		\$ 9,760,172	\$ 10,446,863	\$ 10,290,000	\$ 10,757,653
CASH CARRYOVER (year end operating)		\$ 1,573,062	\$ 1,870,058	\$ 2,043,073	\$ 2,052,066
	Designated for Capital	\$ 101,906	\$ 101,906	\$ 101,906	\$ 341,906
	Designated Court Technology fees	\$ 75,401	\$ 65,401	\$ 65,401	\$ 55,401
	Designated for Bandshell	\$ 13,842	\$ 14,092	\$ 10,916	\$ 10,916
	Designated for Parking	\$ 23,542	\$ 23,542	\$ 23,542	\$ 23,542
Total cash available		\$ 1,787,753	\$ 2,074,999	\$ 2,244,838	\$ 2,483,831
Total General Cash Carryover Undesignated		14.8%	17.4%	19.0%	18.7%

GENERAL FUND APPROPRIATION SUMMARY

# FTE's appropriated	FTE's	1	1.5	1.33	3.2	4.67	4		
	General	City	Human	Mayor			Municipal		
	Government	Manager	Resources	Council	City Clerk	Finance	Attorney	Court	
110 Salaries	\$	137,795	\$ 123,814	\$ 63,107	\$ 88,953	\$ 210,200	\$ 364,724	\$ 226,938	
114 Comptime Buyback & severance. Def. Comp.									
121 Overtime & Spec. Assign PD,					250				
153 Health Insurance		22,706	19,565	57,698	20,261	38,445	52,592	51,568	
155 Retirement		14,569	9,466	2,445	6,832	16,121	29,906	17,373	
TOTAL PERSONAL SERVICES	-	175,070	152,845	123,250	116,296	264,766	447,222	295,879	
210 Supplies/office/computers/Non-capital equip 218		4,000	1,500	600	100	200	300	2,500	
220 Other supplies, safety equip, ammo,									
230 Supplies & FUEL; chemicals, concession sup									
240 Uniforms									
312 Postage		16,000	400						
320 Printing, advertising, newsletter, books		4,500				250	8,000	1,500	
330 Audit, filing fees		21,185	8,000	5,760	700				
340 Electricity, natural gas									
345 Telephone, web, cell, radio, security cameras			1,080		480		1,000	1,400	
350 Prof. Services/League/911 disp./kidsport/Eagle		498,925	1,000	4,500	4,000	7,500	5,000	5,750	
362 Maint. services, building, equip,radios,landscaping		6,600							
360 Technology services (court)								40,000	
370 Dues & Training, meetings, League meeting			11,700	6,000	14,000	3,200	6,500	7,000	
380 Medical services									
390 Other Purchased Services								7,500	
500 Fixed Charges, Insurance, transfers		260,000							
SUBTOTAL PURCHASED SERVICES/SUPPLIES		811,210	14,680	15,600	24,360	8,580	14,550	23,500	
600 DEBT SERVICE									
940 CAPITAL OUTLAY									
DEPARTMENT TOTAL 2017	\$	811,210	\$ 189,750	\$ 168,445	\$ 147,610	\$ 124,876	\$ 279,316	\$ 470,722	\$ 362,829
2016 BUDGET (info only)	\$	817,549	\$ 196,111	\$ 162,534	\$ 132,677	\$ 120,694	\$ 286,451	\$ 450,658	\$ 351,404

GENERAL FUND APPROPRIATION SUMMARY

# FTE's appropriated	0.25	1.45	44.75	23.3	4.05	1	90.50	
	Public				Planning	Community		
	Works	Facilities	Police	Fire	Department	Development	TOTAL	
110 Salaries	\$ 17,333	\$ 67,873	\$ 2,874,353	1,643,610	\$ 274,862	\$ 61,676	\$	6,155,238
114 Comptime Buyback & severance. Def. Comp.	-		37,850	17,500			\$	55,350
121 Overtime & Spec. Assign PD,			128,000	40,000			\$	168,250
153 Health Insurance	3,278	15,847	581,267	320,527	59,495	8,243	\$	1,251,492
155 Retirement	1,300	4,980	361,288	216,347	21,071	4,704	\$	706,402
TOTAL PERSONAL SERVICES	21,911	88,700	3,982,758	2,237,984	355,428	74,623	\$	8,336,732
210 Supplies/office/computers/Non-capital equip 218	7,500		31,500	23,500	5,000	2,000	\$	83,200
220 Other supplies, safety equip, ammo,		6,800	53,500	20,000			\$	80,300
230 Supplies & FUEL; chemicals, concession sup	2,500		100,250	17,325	400		\$	120,475
240 Uniforms		1,500		15,000			\$	16,500
312 Postage						500	\$	16,900
320 Printing, advertising, newsletter, books			5,500	1,200			\$	20,950
330 Audit, filing fees					2,000	500	\$	38,145
340 Electricity, natural gas		87,500					\$	87,500
345 Telephone, web, cell, radio, security cameras	300	250	15,500	6,000	750	750	\$	27,510
350 Prof. Services/League/911 disp./kidsport/Eagle	1,850	55,800	16,500	12,000	1,000	1,500	\$	615,325
362 Maint. services, building, equip,radios,landscaping		33,000	73,500	18,000			\$	131,100
360 Technology services (court)							\$	40,000
370 Dues & Training, meetings, League meeting	2,500		40,000	10,000	5,500	6,000	\$	118,700
380 Medical services			4,500	25,875			\$	30,375
390 Other Purchased Services			2,500				\$	10,000
500 Fixed Charges, Insurance, transfers	3,150	3,500	294,639	208,472	1,180		\$	770,941
SUBTOTAL PURCHASED SERVICES/SUPPLIES	17,800	188,350	637,889	357,372	15,830	11,250		2,207,921
600 DEBT SERVICE				40,000			\$	40,000
940 CAPITAL OUTLAY		30,000	108,000	35,000			\$	173,000
DEPARTMENT TOTAL 2017	\$ 39,711	\$ 307,050	\$ 4,728,647	\$ 2,670,356	\$ 371,258	\$ 85,873	\$	10,757,653
2016 BUDGET (info only)	\$ 40,638	\$ 279,179	\$ 4,452,984	\$ 2,735,865	\$ 357,954	\$ 62,165	\$	10,446,863

GENERAL GOVERNMENT

FUND: GENERAL 1000-400-41XXXX

EXPENDITURE DETAIL

		ACTUAL FY13/14	ACTUAL FY14/15	BUDGET FY15/16	proposed BUDGET FY16/17
410530	Audit:				
331	Annual Report Filing fees	\$1,400	\$1,400	\$2,935	\$2,935
353	Contract services - Audit	\$14,040	\$10,750	\$14,250	\$14,250
354	GASB 45 cost for Other Post Employment Benefits	\$6,300	\$0	\$6,700	\$0
410560	Central Purchasing				
210	Office Supplies	\$2,811	\$4,215	\$4,500	\$4,000
312	Postage	\$18,022	\$15,930	\$21,000	\$16,000
320	Printing & envelopes	\$1,806	\$4,730	\$4,500	\$4,500
410600-354	Elections:	\$14,181	\$0	\$16,000	\$0
410900	Records Admin.:				
331	Publication & Filing Fees	\$3,014	\$2,746	\$3,500	\$4,000
460452-366	Hockaday-annual building maint. per lease	\$6,600	\$6,600	\$6,600	\$6,600
460452-355	Eagle Transit contribution	\$15,000	\$15,000	\$15,000	\$15,000
420000-354	911 Dispatch Services Contract	\$446,057	\$466,200	\$473,659	\$483,000
420000-356	Smith Valley levy reimbursement	\$336	\$352	\$350	\$425
510310-354	ICMA Fees	\$500	\$500	\$500	\$500
510330-513	Liability Insurance	\$165,460	\$110,035	\$122,255	\$130,000
510330-517	Property Insurance	\$47,587	\$46,218	\$45,800	\$50,000
510330-516	Uninsured Loss (insurance deductible)	\$45,201	\$52,808	\$50,000	\$50,000
510300	Contingency	\$8,172	\$2,197	\$30,000	\$30,000
	Total	\$796,487	\$739,681	\$817,549	\$811,210

<p style="text-align: center;">CITY MANAGER ACCOUNT # 1000-401</p>
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PURPOSE OF THIS DEPARTMENT: Why does this department exist?

The City Manager's office administers the affairs of the local government. This includes the direction, supervision, and administration of the departments, agencies, and offices of the local government. Additionally the City Manager implements City Council policy in accordance with Montana Codified Law 7-3-204.

GOALS OF THIS DEPARTMENT: What are the departmental goals that support the purpose?

As the administrative center of the local government, the City Manager's office strives to meet its purpose by implementing an organizational culture that provides prompt, equitable, effective and economical services to the citizens of Kalispell.

INTENDED OUTCOMES FROM BUDGET EXPENDITURES:

This year's budget represents efforts to implement projects across the community, including the Core Area Redevelopment, Three-mile drive trail, West Side Interceptor, Kidsports construction, and various public works projects. Additionally, the organization will continue the efforts for enhancing communication outreach through social media, government channel, website, and direct communication efforts.

CITY MANAGER

FUND: GENERAL 1000-401-410210

EXPENDITURE DETAIL

		ACTUAL FY13/14	ACTUAL FY14/15	BUDGET FY15/16	proposed BUDGET FY16/17
Personal Services:	FTE's	1	1	1	1
110	Salaries and payroll costs	\$134,504	\$133,990	\$135,220	\$137,795
153	Health Insurance	\$19,586	\$15,339	\$21,024	\$22,706
155	Retirement & deferred comp.	\$13,105	\$13,554	\$14,287	\$14,569
	Subtotal	\$167,195	\$162,883	\$170,531	\$175,070
Materials & Services:					
210	Supplies	\$5	\$44	\$300	\$1,500
312	Newsletter , books	\$92	\$0	\$400	\$400
338	Recruitment/Relocation FY13*	\$0	\$0	\$0	\$0
345	Telephone	\$480	\$902	\$1,080	\$1,080
373	Dues & Training	\$8,156	\$7,092	\$20,500	\$8,300
379	Meetings	\$498	\$3,219	\$3,300	\$3,400
	Subtotal	\$9,231	\$11,257	\$25,580	\$14,680
	Total	\$176,426	\$174,140	\$196,111	\$189,750

HUMAN RESOURCES

ACCOUNT # 1000-401

PURPOSE OF THIS DEPARTMENT: Why does this department exist?

The HR Department provides services and support to departments and their staff to facilitate process improvements, increased effectiveness, and efficiencies. The HR Department acts as the advisor for personnel policies & procedures, labor relations and contract administration, job classifications, wage administration, recruitment & selection, employee relations, safety, liability and associated insurance programs, and related state and federal programs.

GOALS OF THIS DEPARTMENT: What are the departmental goals that support the purpose?

1. Provide guidance and assist with coordination of personnel matters, including benefits and labor negotiations.
2. Facilitate improvements and streamline documentation used by various departments to improve efficiencies.
3. Monitor "Risk Management" programs, looking for ways to reduce injuries, claims and associated costs.
4. Identify legal trends and employer-employee regulatory changes to determine impact to the organization.

INTENDED OUTCOMES FROM BUDGET EXPENDITURES:

In addition to the continuation of the traditional human resource functions necessary within the organization's structure, the Human Resources Department will continue to improve the availability and functionality of the electronic documentation across the organization in its reporting and risk management efforts. Additionally, the Human Resource Department will be continue to be substantially involved in the research, development, and implementation of a potential classification methodology for positions within the organization. An updated classification can enhance the ability to recruit, retain, and encourage employee development.

HUMAN RESOURCES

FUND: GENERAL 1000-401-410830

EXPENDITURE DETAIL

		ACTUAL FY13/14	ACTUAL FY14/15	BUDGET FY15/16	proposed BUDGET FY16/17
Personal Services:	FTE'S	1.5	1.5	1.5	1.5
110	Salaries and payroll costs	\$113,258	\$116,776	\$122,095	\$123,814
153	Health Insurance	\$17,339	\$17,108	\$18,116	\$19,565
155	Retirement	\$8,438	\$8,799	\$9,223	\$9,466
	Subtotal	\$139,036	\$142,683	\$149,434	\$152,845
Materials & Services					
210	Office Supplies	\$385	\$697	\$600	\$600
338	Recruitment	\$7,059	\$9,085	\$7,200	\$8,000
354	Contract Services	\$6,052	\$580	\$1,000	\$1,000
373	Dues & Training	\$4,006	\$2,449	\$4,300	\$6,000
	Subtotal	\$17,502	\$12,811	\$13,100	\$15,600
	Total	\$156,537	\$155,494	\$162,534	\$168,445

<p style="text-align: center;">MAYOR/COUNCIL ACCOUNT # 1000-402</p>

PURPOSE OF THIS DEPARTMENT: Why does this department exist?

The City Council performs the legislative activities for the City of Kalispell, which include enacting ordinances and resolutions, adopting the budget, setting service fees, and appropriating funding to the City's programs and services.

DEPARTMENT PERSONNEL: The Kalispell City Council is composed of eight (8) City Councilors and the Mayor. The city is divided into four Wards with two Councilors elected from each and the Mayor elected at-large.

GOALS OF THIS DEPARTMENT: What are the departmental goals that support the purpose?

The City Council supports the provision of leadership, vision, and direction in responding to the needs of the community. The Council endeavors to represent the citizens of Kalispell and work toward establishing policies to provide services that are fiscally responsible and sustainable.

INTENDED OUTCOMES FROM BUDGET EXPENDITURES

The Mayor and Council budget accounts for the service and participation within the Montana League of Cities and efforts to engage National and State legislators on areas that are of importance to the City of Kalispell. Additionally, the 2017 budget reflects efforts to implement long term planning projects across the municipal spectrum.

MAYOR / COUNCIL

FUND: GENERAL 1000-402-410100

EXPENDITURE DETAIL

		ACTUAL FY13/14	ACTUAL FY14/15	BUDGET FY15/16	proposed BUDGET FY16/17
Personal Services:	FTE'S	9	9	9	9
110	Salaries and payroll costs	\$61,967	\$61,997	\$63,107	\$63,107
153	Health Insurance	\$36,415	\$43,127	\$45,792	\$57,698
155	Retirement PERS	\$2,617	\$2,363	\$2,428	\$2,445
	Subtotal	\$100,999	\$107,487	\$111,327	\$123,250
Materials & Services:					
210	Office Supplies	\$1,556	\$33	\$100	\$100
335	MT. League of Cities Conference	\$1,214	\$2,810	\$5,000	\$5,760
354	Contract Services	\$0	\$1,827	\$2,000	\$4,500
373	Dues	\$5,978	\$5,978	\$6,000	\$6,000
379	Meetings	\$51	\$281	\$8,250	\$8,000
	Subtotal	\$8,799	\$10,929	\$21,350	\$24,360
	Total	\$109,799	\$118,416	\$132,677	\$147,610

CITY CLERK ACCOUNT # 1000-402
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PURPOSE OF THIS DEPARTMENT: Why does this department exist?

The City Clerk's office is the information, document resource, and official records management office for the City, including preserving the official actions of the City Council and overseeing procurement. Additionally, the City Clerk manages communication efforts with other City Departments, and the general public utilizing a variety of tools such as an internal newsletter, government access channel, press releases, notification listservs and social media campaigns.

DEPARTMENT PERSONNEL: City Clerk (1.0) and Deputy Clerk (.33).

GOALS OF THIS DEPARTMENT: What are the departmental goals that support the purpose?

Goals of the Clerk's office include enhancing the city social media campaign through the use of strategic advertising, and outreach. The City Clerk will become Accredited in Public Relations this year to ensure outreach goals are achieved with maximum efficiency and return on investment.

INTENDED OUTCOMES FROM BUDGET EXPENDITURES:

Budget expenditures support ongoing goals to provide exceptional service to the public and staff in the creation and preservation of city records, and other standard clerk responsibilities. A new budget line item has been added for strategic advertising on social media. Contract services has been increased to reflect the cost of archiving one additional social media page such as Instagram if staff determine the addition would be beneficial.

CITY CLERK

FUND: GENERAL 1000-402-410150

EXPENDITURE DETAIL

		ACTUAL FY13/14	ACTUAL FY14/15	BUDGET FY15/16	proposed BUDGET FY16/17
Personal Services:	FTE's	1.29	1.58	1.33	1.33
110	Salaries and payroll costs	\$83,900	\$84,906	\$87,628	\$88,953
112	Severance	\$0	\$9,528	\$0	\$0
121	Overtime	\$313	\$109	\$250	\$250
153	Health insurance	\$9,586	\$15,173	\$18,761	\$20,261
155	Retirement PERS	\$6,259	\$6,764	\$6,650	\$6,832
	Subtotal	\$100,059	\$116,480	\$113,289	\$116,296
Maintenance & Services:					
210	Office Supplies	\$32	\$33	\$700	\$200
331	Communications - Advertising	\$0	\$0	\$0	\$700
345	Telephone	\$245	\$439	\$480	\$480
354	Contract Services	\$0	\$0	\$25	\$300
352	Codification	\$3,051	\$3,542	\$3,700	\$3,700
373	Dues & Training	\$50	\$2,127	\$2,500	\$3,200
	Subtotal	\$3,379	\$6,141	\$7,405	\$8,580
	Total	\$103,438	\$122,621	\$120,694	\$124,876

FINANCE ACCOUNT # 1000-403

PURPOSE OF THIS DEPARTMENT: Why does this department exist?

The Finance Department manages and maintains financial records in conformity with generally accepted accounting principles and in compliance with State and Federal laws, and provides timely, accurate, clear, and complete financial information and support to the governing body, other City departments, and the citizens of the City of Kalispell.

DEPARTMENT PERSONNEL: (3.2 FTE) .5 Finance Director, 1 Treasurer, .7 City Accountant, .5 Payroll Specialist, .5 Accounts Payable Clerk.

GOALS OF THIS DEPARTMENT: What are the departmental goals that support the purpose?

1. The Finance Department will safeguard financial assets and maximize investment earnings.
 2. Financial reports will be issued accurately and on schedule.
 3. Maintain accurate and current financial documentation for City operations.
 4. The Finance Department will adhere to contractual requirements in grants and other reporting.
 5. Accurate financial information will be made easily and readily available to departments.
-

INTENDED OUTCOMES FROM BUDGET EXPENDITURES:

The FY2017 Finance budget provides the department funding to: 1) pay City obligations accurately and timely, 2) record and report financial transactions in compliance with applicable requirements and expectations, 3) conduct the required annual audit, 4) promote effective and efficient service to internal and external clients through continuous improvements with office procedures, 5) safeguard official records and ensure they are readily retrievable, 6) continue refining the budget document to provide a more meaningful instrument, and produce and improve the Comprehensive Annual Financial Report that qualifies for the Government Finance Officer's Association Certificate of Excellence in Financial Reporting.

FINANCE DEPARTMENT

FUND: GENERAL 1000-403-410550

EXPENDITURE DETAIL

		ACTUAL FY13/14	ACTUAL FY14/15	BUDGET FY15/16	proposed BUDGET FY16/17
Personal Services:	FTE'S	3.2	3.2	3.2	3.2
110	Salaries and payroll costs	\$194,027	\$196,313	\$216,869	\$210,200
153	Health Insurance	\$33,283	\$33,393	\$38,990	\$38,445
155	Retirement	\$14,430	\$14,769	\$16,442	\$16,121
	Subtotal	\$241,739	\$244,475	\$272,301	\$264,766
Materials & Services:					
210	Supplies	\$0	\$305	\$400	\$300
322	Books	\$0	\$0	\$250	\$250
353	Contract Services-temp help	\$60	\$0	\$2,000	\$2,000
354	Contract Services-Grizzly Security	\$1,802	\$605	\$1,500	\$2,000
355	Bank fees	\$3,075	\$2,812	\$3,500	\$3,500
373	Dues & Training	\$5,769	\$3,352	\$6,500	\$6,500
	Subtotal	\$10,706	\$7,074	\$14,150	\$14,550
	Total	\$252,446	\$251,549	\$286,451	\$279,316

<p style="text-align: center;">CITY ATTORNEY ACCOUNT # 1000-404</p>

PURPOSE OF THIS DEPARTMENT: Why does this department exist?

The purpose of the Office of the City Attorney is to provide legal counsel to the City of Kalispell municipal organization, its City Manager and the City Council. This effort includes advising on relevant state statutes as they pertain to municipal organizations, resolution and ordinance preparation, city code maintenance, and contract development. Additionally, the Office of the City Attorney defends the interests of the City through preventative legal management, litigation, and prosecution within Municipal Court, appeals to District Court and the State Supreme Court.

DEPARTMENT PERSONNEL: Attorney (3) and Legal Secretary (1.67).

GOALS OF THIS DEPARTMENT: What are the departmental goals that support the purpose?

The primary goal for the Office of the City Attorney is to provide high quality and timely legal counsel for the City to minimize exposure to loss and protect the relevant interests for the City of Kalispell.

INTENDED OUTCOMES FROM BUDGET EXPENDITURES:

The FY2017 budget provides a continuation of the level of service from the previous year with the expectation that the Office of the City Attorney will be engaged in efforts to develop legal review for policy framework in the area of redevelopment, litigation management, and debt counsel related to previous issuances from the City.

ATTORNEY

FUND: GENERAL 1000-404-411110

EXPENDITURE DETAIL

		ACTUAL FY13/14	ACTUAL FY14/15	BUDGET FY15/16	proposed BUDGET FY16/17
Personal Services:	FTE's	4.67	4.67	4.67	4.67
110	Salaries and payroll costs	\$324,705	\$338,340	\$353,043	\$364,724
153	Health Insurance	\$51,912	\$47,295	\$50,835	\$52,592
155	Retirement	\$24,193	\$25,475	\$26,780	\$29,906
	Subtotal	\$400,811	\$411,110	\$430,658	\$447,222
Maintenance & Operations:					
210	Office Supplies/computer	\$2,876	\$2,064	\$2,500	\$2,500
322	Lexis/Nexis; books, subscriptions	\$9,479	\$9,014	\$8,000	\$8,000
345	Telephone & Communications	\$707	\$738	\$1,000	\$1,000
354	Contract Services/contingency	\$305	\$7,215	\$1,500	\$5,000
373	Dues & Training	\$3,351	\$5,331	\$7,000	\$7,000
	Subtotal	\$16,718	\$24,362	\$20,000	\$23,500
	Total	\$417,529	\$435,472	\$450,658	\$470,722

MUNICIPAL COURT
ACCOUNT # 1000-406

PURPOSE OF THIS DEPARTMENT:

The purpose of the Kalispell Municipal Court is to serve the community and protect individual rights by providing prompt and fair administration of justice. The Kalispell Municipal Court processes all misdemeanor traffic, criminal and animal control offenses, orders of protection and civil cases that occur within the City limits of Kalispell.

DEPARTMENT PERSONNEL: One Municipal Court Judge, One Court Administrator, two Court Clerks.

GOALS OF THIS DEPARTMENT:

The goal of Kalispell Municipal Court is to provide the citizens of Kalispell access to a fair and impartial court system.

INTENDED OUTCOMES FROM BUDGET EXPENDITURES:

The fiscal year 2017 Municipal Court budget strives to maintain the ability to provide the citizens of Kalispell access to a fair and impartial justice system.

MUNICIPAL COURT

FUND: GENERAL 1000-406-410360

EXPENDITURE DETAIL

		ACTUAL FY13/14	ACTUAL FY14/15	BUDGET FY15/16	proposed BUDGET FY16/17
Personal Services:	FTE's	4	4	4	4
110	Salaries and payroll costs	\$209,391	\$217,268	\$226,725	\$226,938
121	Overtime	\$0	\$356	\$0	\$0
153	Health	\$39,921	\$39,897	\$42,330	\$51,568
155	Retirement	\$15,571	\$16,374	\$17,149	\$17,373
	Subtotal	\$264,883	\$273,895	\$286,204	\$295,879
Materials & Services					
210	Supplies	\$1,739	\$4,474	\$4,500	\$4,500
320	Printing & books	\$1,192	\$1,236	\$1,500	\$1,500
345	Tele. & Communications	\$634	\$240	\$1,400	\$1,400
353	Technology funds	\$17,845	\$3,028	\$40,000	\$40,000
354	Contract Services	\$1,642	\$2,886	\$5,750	\$5,750
373	Dues & Training	\$2,666	\$6,514	\$6,300	\$6,300
394	Jury & Witness fees	\$2,348	\$2,203	\$5,750	\$7,500
396	DUI Court incentives	\$310	\$0	\$0	\$0
	Subtotal	\$28,378	\$20,581	\$65,200	\$66,950
Total		\$293,261	\$294,476	\$351,404	\$362,829

<p style="text-align: center;">PUBLIC WORKS ADMINISTRATION ACCOUNT # 1000-410</p>

PURPOSE OF THIS DEPARTMENT: Why does this department exist?

Public Works Administration supports community growth that sustains and improves the quality of community life through planning, accurate design, and quality construction. To assist others in providing and maintaining proper community infrastructure and facilities.

DEPARTMENT PERSONNEL: (.25 FTE)

.05 Administrative Coordinator
.05 Public Works Director
.05 Budget Resource Manager
.05 Assessment Coordinator
.05 Road & Fleet Superintendent

GOALS OF THIS DEPARTMENT: What are the departmental goals that support the purpose?

1. Ensure quality construction of infrastructure meeting minimum standards
 2. Maintain current and accurate mapping
 3. Provide prompt and effective review of site improvement plans
 4. Provide effective city budgeting guidance
-

INTENDED OUTCOMES FROM BUDGET EXPENDITURES

The FY 17 Public Works Administration budget recommends continuing to utilize asset management software to inventory, perform work orders, and tracking management, including expansion into streets and traffic signs and signals.

PUBLIC WORKS - ADMINISTRATION

FUND: GENERAL 1000-410-430100

EXPENDITURE DETAIL

		ACTUAL FY13/14	ACTUAL FY14/15	BUDGET FY15/16	proposed BUDGET FY16/17
Personal Services:	FTE'S	0.25	0.25	0.25	0.25
110	Salaries and payroll costs	\$16,514	\$16,327	\$17,364	\$17,333
112	Severance	\$0	\$0	\$800	\$0
153	Health Insurance	\$2,965	\$2,577	\$2,943	\$3,278
155	Retirement	\$1,219	\$1,212	\$1,287	\$1,300
	Subtotal	\$20,698	\$20,116	\$22,394	\$21,911
Materials & Services:					
210	Office Supplies, Computers, Equip, and other Supplies	\$3,385	\$3,941	\$7,500	\$7,500
231	Gas	\$2,072	\$1,422	\$2,500	\$2,500
345	Telephone & Communications	\$240	\$262	\$285	\$300
354	Contract Services	\$210	\$584	\$1,850	\$1,850
373	Dues & Training	\$1,435	\$1,523	\$1,500	\$2,500
521	Central Garage Transfer	\$5,538	\$5,928	\$4,609	\$3,150
	Subtotal	\$12,879	\$13,660	\$18,244	\$17,800
	Total	\$33,577	\$33,776	\$40,638	\$39,711

<p style="text-align: center;">CITY FACILITIES MAINTENANCE ACCOUNT # 1000-412</p>

PURPOSE OF THIS DEPARTMENT: Why does this department exist?

The purpose of the City Facilities Maintenance is to provide safe and clean buildings for employees and citizens to transact municipal business.

DEPARTMENT PERSONNEL: (1.45 FTE) City Facilities Maintenance shares personnel costs of 1 Parks Caretaker, and a dedicated Custodial Position.

GOALS OF THIS DEPARTMENT: What are the departmental goals that support the purpose?

1. Provide essential building and janitorial services for the downtown city offices.
 2. Provide specialized services in the areas of HVAC, plumbing, electrical and mechanical systems.
-

INTENDED OUTCOMES FROM BUDGET EXPENDITURES:

In addition to maintaining the physical structure and providing janitorial services of the municipality, budget expenditures will also provide a number of other improvements. Improvements include architectural (including required lead abatement) window preservation on the Old Water Department Building, a minor roof repair at City Hall, energy efficient light upgrades (city hall, KPR and PBS), remodel of IT office and replacement of boiler ignitors, burner controls and pumps where a HVAC company has identified issues and future failure or equipment.

CITY FACILITIES MAINTENANCE

FUND: 1000-412-411230

EXPENDITURE DETAIL

		ACTUAL FY13/14	ACTUAL FY14/15	BUDGET FY15/16	proposed BUDGET FY16/17
Personal Services:	FTE'S	1.4	1.45	1.45	1.45
110	Salaries	\$56,392	\$62,253	\$67,207	\$67,873
121	Overtime	\$0	\$15	\$0	\$0
153	Health Insurance	\$13,430	\$14,461	\$15,550	\$15,847
155	Retirement	\$4,032	\$4,516	\$4,872	\$4,980
	Subtotal	\$73,853	\$81,246	\$87,629	\$88,700
Maintenance & Operations:					
220	Security Improvements	\$826	\$360	\$800	\$800
224	Janitorial Supplies	\$4,415	\$4,397	\$6,000	\$6,000
241	Tools (mops, brooms, shovels)& Supplies	\$1,116	\$973	\$1,500	\$1,500
341	Electricity	\$46,725	\$46,509	\$47,500	\$47,500
344	Natural Gas	\$40,902	\$27,956	\$40,000	\$40,000
345	Telephone	\$165	\$265	\$250	\$250
354	Contract Services	\$5,935	\$10,217	\$13,500	\$38,500
355	HVAC Maintenance Contract	\$17,001	\$14,343	\$17,300	\$17,300
361	Elevator Maintenance/fire alarm maint.	\$4,073	\$3,269	\$4,500	\$4,500
362	Equipment Maintenance	\$2,130	\$4,243	\$8,000	\$8,500
366	Building Maintenance	\$33,932	\$37,159	\$20,000	\$20,000
545	County Landfill & recycling	\$3,124	\$3,024	\$3,500	\$3,500
920	Bldg Imp (light upgrades, PSB wdws, court elect, CH rc	\$0	\$0	\$28,700	\$30,000
	Subtotal	\$160,343	\$152,715	\$191,550	\$218,350
Debt Service:					
610	Debt Retirement/HVAC	\$16,865	\$8,175	\$0	\$0
620	Interest	\$208	\$41	\$0	\$0
	Subtotal	\$17,073	\$8,216	\$0	\$0
Total		\$251,269	\$242,176	\$279,179	\$307,050

<p style="text-align: center;">POLICE DEPARTMENT ACCOUNT # 1000-413</p>

PURPOSE OF THIS DEPARTMENT: Why does this department exist?

As members of the community we are committed to excellence for those we serve, ourselves and each other through the shared values of Integrity, Compassion, Loyalty, Professionalism and Honor

DEPARTMENT PERSONNEL: 39 sworn officers including one Chief of Police, three Captains, eight Sergeants, three Detectives, two School Resource Officers, 22 Patrol Officers. Our non-sworn staff includes an Animal Warden and a Parking Enforcement Officer, four Records/Crime Analysts, one Evidence Custodian, one Records Management Specialist and two Administrative Assistants.

GOALS OF THIS DEPARTMENT: What are the departmental goals that support the purpose?

The police department strives to inspire a sense of safety in the community through specialized police services including patrol, investigations, school resource officers, special response, and additional programs that support these activities and the overall purpose of community based policing.

INTENDED OUTCOMES FROM BUDGET EXPENDITURES:

To provide quality law enforcement services to our residents and the many visitors who come to Kalispell through a well-trained, equipped and professional staff. This budget continues our capital replacement plan to provide safe and reliable emergency response vehicles and improves the video and audio in-car recording system which memorializes officer contacts and evidence critical to criminal and civil court actions. We are focused on staffing levels that allow us to be a proactive law enforcement agency rather than reactive. With ever increasing calls for service and continued new construction our staff must grow to meet those demands. As a proactive agency we are focused on working with the community to find solutions and remedies to community issues.

POLICE DEPARTMENT

FUND: GENERAL 1000-413-420140

EXPENDITURE DETAIL

POLICE - ADMINISTRATION			ACTUAL FY13/14	ACTUAL FY14/15	BUDGET FY15/16	proposed BUDGET FY16/17
Personal Services:	FTE's		29	30	31	31
110	Salaries and payroll costs		\$1,799,201	\$1,980,166	\$2,054,055	\$2,114,612
112	Severance-retirement		\$16,308	\$9,528	\$35,000	\$33,500
114	Comp time Buyout		\$10,988	\$11,743	\$4,000	\$4,350
121	Overtime (REG & AET OT)		\$77,091	\$79,636	\$75,000	\$80,000
123	Special Assignment Overtime		\$13,163	\$4,117	\$25,000	\$25,000
153	Health Insurance		\$340,458	\$350,425	\$393,313	\$413,628
155	Retirement		\$231,965	\$253,813	\$266,975	\$275,152
	Subtotal		\$2,489,173	\$2,689,428	\$2,853,343	\$2,946,242
Maintenance & Operations:						
210	Office Supplies		\$2,953	\$3,084	\$3,500	\$3,500
215	Computer supplies/equipment/maint.		\$5,236	\$5,399	\$5,500	\$5,500
218	Equipment non-capital		\$26,204	\$20,516	\$18,500	\$18,500
220	Investigative Supplies		\$3,947	\$3,584	\$4,000	\$4,000
221	Safety Equipment		\$5,978	\$4,680	\$7,000	\$7,000
225	Major Case Unit supplies		\$1,855	\$1,258	\$2,000	\$2,000
226	SRT Support/supplies		\$3,853	\$3,911	\$5,000	\$5,000
227	Ammo & Supplies		\$15,596	\$17,529	\$19,000	\$19,000
228	Patrol Car Supplies		\$13,147	\$16,542	\$13,000	\$13,000
229	Other Supplies		\$3,564	\$3,727	\$3,500	\$3,500
230	Crime Prevent. Supplies		\$406	\$1,741	\$1,000	\$1,000
231	Gas		\$91,658	\$72,528	\$95,000	\$95,000
234	Crisis Negotiations		\$1,393	\$0	\$2,000	\$2,000
235	Bike Patrol		\$407	\$366	\$750	\$750
237	Reserve Program Supplies		\$293	\$531	\$1,500	\$1,500
320	Printing		\$4,404	\$5,877	\$5,000	\$5,500
345	Telephone & Communications		\$14,277	\$14,148	\$15,500	\$15,500
354	Contract Services		\$5,864	\$4,543	\$6,000	\$6,875
357	Forensic Analysis/Pathology		\$5,867	\$4,842	\$9,000	\$6,500
358	Shelter/Animal :Vet. Treatment		\$348	\$323	\$2,000	\$2,000
363	Office Equip Maintenance		\$1,555	\$2,061	\$2,000	\$2,000
365	Mandatory maint. & licensing/software		\$18,600	\$12,310	\$17,500	\$40,625
369	Radio Maintenance		\$6,961	\$2,057	\$2,500	\$2,500

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POLICE DEPARTMENT

FUND: GENERAL 1000-413-420140

EXPENDITURE DETAIL - CONTINUED

	ACTUAL FY13/14	ACTUAL FY14/15	BUDGET FY15/16	proposed BUDGET FY16/17
373 Dues & Training	\$31,221	\$28,448	\$30,000	\$30,000
375 Regional Training & Testing (reimbursed)	\$1,619	\$8,947	\$10,000	\$10,000
380 Training Supplies	\$847	\$1,319	\$2,000	\$2,000
388 Medical Services*	\$1,921	\$1,321	\$2,500	\$2,500
392 Prisoners Room & Board/ medical treatment	\$2,381	\$2,622	\$2,500	\$2,500
521 Central Garage Transfer	\$85,618	\$90,592	\$80,420	\$67,139
Subtotal	\$357,975	\$334,806	\$368,170	\$376,889
Capital Outlay:				
944 3 Cars (FY16)/4 Cars - 2 unmarked (FY17)	\$117,726	\$120,269	\$121,000	\$108,000

RECORDS

420142 Personal Services:	FTE's	3	3	3	3.75
110 Salaries (2 FTE + 2 1/2 positions = 3 FTE's)		\$105,501	\$113,320	\$115,309	\$142,039
121 Overtime		\$993	\$3,340	\$7,500	\$7,500
153 Health Insurance		\$21,241	\$21,543	\$22,896	\$32,970
155 Retirement		\$7,838	\$8,672	\$8,703	\$10,720
Subtotal		\$135,573	\$146,875	\$154,408	\$193,230
Subtotal Police & Administration		\$3,100,448	\$3,291,378	\$3,496,921	\$3,624,361

DETECTIVES

420141 Personal Services:	FTE's	5	5	5	5
110 Salaries		\$302,026	\$307,523	\$357,372	\$365,552
121 Overtime		\$12,118	\$10,621	\$15,000	\$15,000
153 Health Insurance		\$47,032	\$46,751	\$62,325	\$66,611
155 Retirement		\$41,269	\$40,369	\$47,812	\$48,938
Subtotal		\$402,446	\$405,264	\$482,509	\$496,101

RESOURCE OFFICERS

420144 Personal Services:	FTE's	2	2	2	2
110 Salaries and payroll costs		\$117,368	\$116,957	\$123,825	\$127,313
153 Health Insurance		\$20,181	\$23,293	\$27,066	\$29,231
155 Retirement		\$15,782	\$14,469	\$16,594	\$17,063
Subtotal		\$153,331	\$154,718	\$167,485	\$173,607

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POLICE DEPARTMENT

FUND: GENERAL 1000-413-420140

EXPENDITURE DETAIL - CONTINUED

			ACTUAL	ACTUAL	BUDGET	proposed
			FY13/14	FY14/15	FY15/16	BUDGET
						FY16/17
ANIMAL CONTROL						
420145	Personal Services:	FTE's	1	1	1	1
110	Salaries and payroll costs (\$300 OT)		\$47,502	\$41,219	\$39,448	\$38,723
121	Overtime		\$0	\$12	\$500	\$500
153	Health Insurance		\$10,339	\$8,026	\$10,132	\$8,243
155	Retirement		\$3,353	\$2,927	\$2,976	\$2,920
	Subtotal		\$61,194	\$52,183	\$53,056	\$50,385
PARKING SERVICES						
420147	Personal Services:	FTE's	2	2	2	2
110	Salaries and payroll costs		\$79,256	\$83,522	\$87,532	\$86,114
153	Health Insurance		\$27,020	\$26,744	\$28,319	\$30,585
155	Retirement		\$5,756	\$6,133	\$6,600	\$6,494
	Subtotal		\$112,031	\$116,399	\$122,451	\$123,192
	Maintenance & Operations:					
210	Supplies, office, computer, printing, misc.		\$3,279	\$1,946	\$4,000	\$4,000
218	Equipment (non-capital) - meters (3rd & Main)		\$6,638	\$0	\$0	\$0
312	postage		\$110	\$93	\$0	\$0
354	Contract Services		\$1,885	\$1,858	\$2,000	\$2,000
362	Lot maintenance, auto		\$4,529	\$8,044	\$10,000	\$10,000
365	Snow removal		\$18,106	\$18,021	\$17,500	\$17,500
550	Lot lease payments		\$1,473	\$2,221	\$1,500	\$1,500
	Subtotal		\$36,020	\$32,183	\$35,000	\$35,000
	Subtotal Parking Services		\$148,051	\$148,582	\$157,451	\$158,192
	Operating Transfers:					
827	To Drug Fund 2916		\$55,000	\$55,976	\$57,500	\$67,500
828	Transfer to Cops Hiring Grant fund 2918		\$36,436	\$0	\$34,562	\$155,000
829	Transfer to Block Grant 2919		\$3,500	\$3,500	\$3,500	\$3,500
	Subtotal		\$94,936	\$59,476	\$95,562	\$226,000
	Total		\$3,960,404	\$4,111,603	\$4,452,984	\$4,728,647

FIRE DEPARTMENT ACCOUNT # 1000-416

PURPOSE OF THIS DEPARTMENT: Why does this department exist?

The Kalispell Fire Department exists to limit the threat and impact of uncontrolled residential, commercial and industrial fires through education, prevention, and response activities.

DEPARTMENT PERSONNEL: Chief, Assistant Chief, and Clerk split (50%) with the Ambulance department. 3 Captains, 3 Lieutenants, 6 Engineers, and 9 Firefighters.

GOALS OF THIS DEPARTMENT: What are the departmental goals that support the purpose?

The Kalispell Fire Department trains and provides community education services to minimize the impact of emergency events within the community.

INTENDED OUTCOMES FROM BUDGET EXPENDITURES:

Specific efforts in FY2017 for the Kalispell Fire Department include the continuation and tracking of outreach efforts for training and education and commercial pre-plans. In this budget cycle we are continuing our replacement of various aged and non-compatible service delivery equipment specific to search and rescue and extrication and requesting the replacement of a fire pumper.

FIRE DEPARTMENT

FUND: 1000-416-420400;420470

EXPENDITURE DETAIL

		ACTUAL FY13/14	ACTUAL FY14/15	BUDGET FY15/16	proposed BUDGET FY16/17
Personal Services:	FTE'S	23.3	23.3	23.3	23.3
110	Salaries (22.5 fte)	\$1,474,448	\$1,518,094	\$1,548,410	\$1,592,324
110	Salaries -Prevention (.8 fte)	\$42,484	\$46,214	\$49,802	\$51,287
114	Comp Time Buyout	\$4,491	\$5,618	\$5,500	\$5,500
115	Out of Rank Pay	\$9,728	\$10,210	\$10,000	\$12,000
121	Overtime	\$60,545	\$73,678	\$40,000	\$40,000
153	Health Insurance	\$274,371	\$281,773	\$293,544	\$320,527
155	Retirement	\$201,540	\$209,054	\$210,981	\$216,347
	Subtotal	\$2,067,608	\$2,144,641	\$2,158,237	\$2,237,984
Maintenance & Operations:					
210	Office Supplies, computer supplies	\$2,288	\$923	\$2,000	\$2,000
218	Equipment (Non Capital)	\$14,755	\$14,948	\$35,550	\$21,500
221	Safety Equipment, consumable tools, uniforms	\$15,834	\$12,619	\$15,000	\$15,000
224	Janitorial Supplies	\$2,487	\$2,886	\$2,500	\$5,000
231	Gas	\$14,368	\$11,607	\$17,325	\$17,325
241	Consumable Tools/Uniforms	\$9,858	\$10,324	\$15,000	\$15,000
320	Printing	\$198	\$75	\$200	\$200
322	Books/Fire Prevention week materials/codes	\$368	\$654	\$1,000	\$1,000
345	Telephone & Communications	\$6,833	\$5,159	\$6,000	\$6,000
354	Contract Services	\$6,054	\$5,317	\$6,000	\$12,000
362	Equipment Maintenance	\$5,510	\$4,607	\$5,500	\$5,500
366	Building Maintenance - station 62	\$3,790	\$3,714	\$5,000	\$7,500
369	Radio/pager- Equip.& Maintenance	\$6,283	\$4,709	\$5,000	\$5,000
373	Dues & Training, meetings	\$4,613	\$10,108	\$10,000	\$10,000
388	Firefighter Physicals	\$0	\$19,719	\$22,500	\$25,875
521	Central Garage Transfer	\$26,426	\$31,659	\$32,172	\$40,018
820	Transfer to Ambulance Fund	\$291,796	\$310,000	\$380,000	\$150,000
821	Transfer to Fund 2956 Grant Match	\$0	\$0	\$0	\$18,454
	Subtotal	\$411,459	\$449,028	\$560,747	\$357,372
610/620	Debt Retirement: Fire Pumper (FY17 - 1/2 year)	\$67,182	\$67,840	\$16,881	\$40,000
940	Capital Equipment - Command Vehicle	\$0	\$32,504	\$0	\$35,000
	Total	\$2,546,248	\$2,694,013	\$2,735,865	\$2,670,356

<p style="text-align: center;">PLANNING DEPARTMENT ACCOUNT # 1000-420</p>

PURPOSE OF THIS DEPARTMENT: Why does this department exist?

The purpose of the Planning Department is to develop and implement appropriate plans and policies that facilitate short and long term growth needs for the City of Kalispell.

DEPARTMENT PERSONNEL: Planning Supervisor (.75), Office Supervisor (.5), GIS Coordinator, Senior Planner and a Planner II.

GOALS OF THIS DEPARTMENT: What are the departmental goals that support the purpose?

The Planning Department has several primary documents that are reviewed and updated to guide development and zoning for the City of Kalispell. These documents typically get adopted through extensive public hearing processes. These include, but are not limited to the Kalispell Growth Policy, the Zoning Code and Subdivision Regulations for the City of Kalispell, and the recently adopted Core Area Plan.

INTENDED OUTCOMES FROM BUDGET EXPENDITURES:

During FY2017, the planning department will continue a planning program for downtown Kalispell. The plan will define problems faced by property owners and tenants in the downtown area that are holding back development or re-development. Staff will then develop and implement plans to resolve those issues. The department will continue to work toward implementing the Core Area Plan, assisting FCEDA with the relocation of the railroad line and development of the rail industrial park. The Kalispell Growth Policy update, are scheduled to be completed as part of the 2017 efforts. Finally staff will begin the pedestrian and bike facilities study with recommendations of key routes and connectors to be completed.

PLANNING & ZONING

FUND: 1000-420-411020

EXPENDITURE DETAIL

		ACTUAL FY13/14	ACTUAL FY14/15	BUDGET FY15/16	proposed BUDGET FY16/17
Personal Services:	FTE's	4.25	4.25	4.25	4.05
110	Salaries and payroll costs	252,988	252,641	272,988	274,862
153	Health Insurance	55,762	49,100	49,726	59,495
155	Retirement	18,865	19,041	20,677	21,071
	Subtotal	327,615	320,782	343,391	355,428
Maintenance & Operations:					
210	Office Supplies/Equip/ Software	\$6,736	\$3,437	\$5,000	\$5,000
231	Gas	\$336	\$236	\$400	\$400
331	Publication & Filing Fees, Books, Printing	\$1,292	\$1,161	\$2,000	\$2,000
345	Telephone	\$927	\$804	\$750	\$750
354	Contract Services	\$0	\$1,000	\$700	\$1,000
373	Dues & Training	\$5,457	\$2,650	\$5,000	\$5,500
521	Central Garage Transfer	\$1,194	\$1,307	\$713	\$1,180
	Subtotal	\$15,944	\$10,595	\$14,563	\$15,830
	Total	\$343,559	\$331,377	\$357,954	\$371,258

<p style="text-align: center;">COMMUNITY DEVELOPMENT ACCOUNT # 1000-480</p>

PURPOSE OF THIS DEPARTMENT: Why does this department exist?

Community Development works collaboratively with the community to improve the overall quality of place and life for residents and business.

DEPARTMENT PERSONNEL: Community Development Manager and Community Development Coordinator. Both of these positions are partially funded through the Westside TIF and Airport TIF.

GOALS OF THIS DEPARTMENT: What are the departmental goals that support the purpose?

1. Support the economic and physical development of Kalispell
2. Provide quality working, living and recreational environments
3. Promote diverse and affordable housing
4. Support education and employment opportunities
5. Act as liaison to business, tourism, education, community and economic development groups

INTENDED OUTCOMES FROM BUDGET EXPENDITURES:

The FY17 Budget is focused on meeting the Community Development Department's commitment to the community in the areas of economic development loans, Tax Increment Financing District management, Core Area redevelopment, downtown support, collaboration with community groups, sustaining affordable housing efforts, Brownfields Program implementation, and neighborhood support.

Community Development

FUND: 1000-480-470210

EXPENDITURE DETAIL

		ACTUAL FY13/14	ACTUAL FY14/15	BUDGET FY15/16	proposed BUDGET FY16/17
Personal Services:	FTE's	1	0.75	0.75	1.00
110	Salaries & Wages	\$54,108	\$40,823	\$45,105	\$61,676
153	Health Insurance	\$6,886	\$5,237	\$5,724	\$8,243
155	Retirement	\$4,029	\$3,077	\$3,586	\$4,704
	Subtotal	\$65,023	\$49,137	\$54,415	\$74,623
Materials and Services:					
210	Office Supplies	\$1,216	\$1,462	\$1,500	\$1,500
211	Grant Administration Expenses/project exp	\$91	\$293	\$0	\$500
312	Postage & Printing	\$522	\$52	\$500	\$500
334	Montana West Membership	\$500	\$500	\$500	\$500
345	Telephone, Communications	\$683	\$492	\$750	\$750
354	Contract Services	\$1,340	\$1,340	\$1,000	\$1,500
373	Dues & Training	\$5,700	\$1,644	\$3,000	\$5,000
379	Meetings	\$125	\$459	\$500	\$1,000
	Subtotal	\$10,176	\$6,242	\$7,750	\$11,250
Total		\$75,200	\$55,379	\$62,165	\$85,873

ON BEHALF PAYMENTS

FUND: 1001 GENERAL-.400-420140....420400

REVENUE PROJECTION/EXPENDITURE SUMMARY

	ACTUAL FY14/15	BUDGET FY15/16	estimated ACTUAL FY15/16	proposed BUDGET FY16/17
<u>Beginning Cash</u>				
CASH: Operating	\$0	\$0	\$0	\$0
<u>Revenue</u>				
336020 INTERGOVERNMENTAL	\$1,242,177	\$1,300,000	\$1,300,000	\$1,360,000
Total Available	\$1,242,177	\$1,300,000	\$1,300,000	\$1,360,000
<u>Expenditure</u>				
RETIREMENT				
155 Police	\$620,079	\$650,000	\$650,000	\$680,000
155 Fire & Ambulance	\$622,098	\$650,000	\$650,000	\$680,000
	\$1,242,177	\$1,300,000	\$1,300,000	\$1,360,000
<u>Ending Cash</u>				
Cash Carry Over	\$0	\$0	\$0	\$0

PROGRAM DESCRIPTION

On-behalf payments made by the State of Montanat into the State Retirement Fund on behalf of Police and Firemen. No funds come through the City's bank, nor do we write any checks. Recognition of the benefit is a requirement of GASB 24 (Governmental Accounting Standards Board). The State pays 32.61% (of payroll) for fire and 29.37% for police.

SPECIAL REVENUE FUNDS

Page	Fund	Dept	
			<u>PUBLIC SAFETY</u>
1-2	2230	Ambulance	\$ 1,286,176
3	2956	Fire Grants	\$ 228,000
4	2957	Hazmat Grant	\$ 61,078
5-6	2399	Impact Fees	\$ 640,151
7	2915	Stonegarden Grant	\$ 95,070
8	2916	Drug Enforcement Grant	\$ 99,976
9	2918	CHRP Grant	\$ 191,750
10-11	2919	Law Enforcement Grants	\$ 89,500
12-13	2394	Building Dept.	\$ 709,186
		Total	<u>\$ 3,400,887</u>

AMBULANCE ACCOUNT # 2230-440

PURPOSE OF THIS DEPARTMENT: Why does this department exist?

The Kalispell Ambulance provides Advanced Life Support medical response, treatment and transport of the sick and injured, and public safety education.

DEPARTMENT PERSONNEL: Chief, Assistant Chief, and Clerk split (50%) with the Fire department, and 8 Firefighters.

GOALS OF THIS DEPARTMENT: What are the departmental goals that support the purpose?

The goal of the Kalispell Ambulance Department is to provide effective medical response and educate the community on safe living practices.

INTENDED OUTCOMES FROM BUDGET EXPENDITURES:

The primary outcome of the FY2017 budget is the continuation of emergency medical response and outreach services. Focus will be on internal and external communication improvements and operational accountability.

AMBULANCE FUND

FUND: 2230-440-420730

PROJECTED REVENUE AND FUND SUMMARY

	ACTUAL FY14/15	BUDGET FY15/16	estimated ACTUAL FY15/16	proposed BUDGET FY16/17
<u>BEGINNING CASH</u>				
10100 CASH: operating	\$0	\$125,888	\$125,888	\$325,964
Total Cash Available	\$0	\$125,888	\$125,888	\$325,964
<u>REVENUES</u>				
342050 Fees for Services	\$1,190,000	\$1,150,000	\$1,370,000	\$1,650,000
Write - offs, uncollectible Medicare, etc. 46%	(\$547,457)	(\$529,000)	(\$630,200)	(\$759,000)
Net collections	\$642,543	\$621,000	\$739,800	\$891,000
342070 County EMS Levy	\$130,593	\$120,000	\$110,000	\$110,000
Transfer from General Fund	\$310,000	\$380,000	\$380,000	\$150,000
Total	\$1,083,136	\$1,121,000	\$1,229,800	\$1,151,000
Total Available	\$1,083,136	\$1,246,888	\$1,355,688	\$1,476,964
<u>EXPENSES</u>				
Ambulance Service	\$957,248	\$1,054,724	\$1,029,724	\$1,116,176
Capital	\$0	\$170,000	\$0	\$170,000
Total	\$957,248	\$1,224,724	\$1,029,724	\$1,286,176
<u>ENDING CASH</u>				
Operating cash available	\$125,888	\$22,164	\$325,964	\$190,787

AMBULANCE FUND

FUND: 2230-440-420730

EXPENDITURE DETAIL

		ACTUAL FY13/14	ACTUAL FY14/15	BUDGET FY15/16	proposed BUDGET FY16/17
Personal Services:	FTE's	9.50	9.50	9.50	9.50
110	Salaries & Wages	\$550,100	\$560,081	\$593,366	\$608,459
112	Severance	\$45	\$0	\$0	\$0
114	Comp Time Buyout	\$2,141	\$1,547	\$3,500	\$3,500
115	Out of Rank Pay	\$578	\$1,012	\$1,000	\$1,000
121	Overtime	\$26,796	\$25,881	\$25,000	\$50,000
153	Health Insurance	\$129,591	\$126,150	\$146,576	\$159,142
155	Retirement	\$72,601	\$73,758	\$78,481	\$80,552
	Subtotal	\$781,852	\$788,429	\$847,922	\$902,653
Materials and Operations					
210	Office Supplies/equip/computer	\$969	\$1,001	\$1,000	\$1,000
218	Equipment - Non-Capital	\$2,436	\$634	\$4,000	\$4,000
231	Gas	\$8,973	\$7,288	\$7,560	\$7,560
241	Consumable Tools/uniforms	\$724	\$1,953	\$4,000	\$4,000
312	Postage & printing	\$387	\$921	\$1,500	\$1,500
345	Telephone & Communications	\$854	\$1,573	\$1,200	\$1,200
354	Contract services	\$11,197	\$13,579	\$11,800	\$17,800
355	911 Center contribution	\$31,211	\$32,623	\$33,145	\$34,000
359	Collection Serv./Credit Card Fees/audit fees	\$1,193	\$1,397	\$1,400	\$1,400
362	Equipment maintenance & radio maint.	\$1,750	\$406	\$5,000	\$5,000
373	Dues & Training	\$4,055	\$2,981	\$5,000	\$5,000
388	Exposure Testing/Immun.	\$15,612	\$0	\$2,500	\$2,500
391	Treatment-Medical Supplies	\$37,249	\$42,219	\$40,000	\$46,000
510	Property & Liability Ins.	\$8,973	\$5,737	\$6,000	\$9,000
521	Central Garage Transfer	\$13,955	\$14,735	\$15,903	\$14,780
522	Administrative Transfer	\$25,819	\$30,340	\$39,213	\$42,099
528	Information Tech. Transfer	\$13,037	\$11,432	\$16,482	\$16,684
821	Transfer to fund 2956 Grant Match	\$0	\$0	\$11,100	\$0
	Subtotal	\$178,394	\$168,819	\$206,803	\$213,523
Capital					
940	Ambulance	\$0	\$0	\$170,000	\$170,000
	Total	\$960,244	\$957,248	\$1,224,725	\$1,286,176

FIRE GRANTS

FUND: 2956-416-420400

PROJECTED REVENUE/EXPENDITURE AND FUND SUMMARY

	ACTUAL FY14/15	BUDGET FY15/16	estimated ACTUAL FY15/16	proposed BUDGET FY16/17
<u>BEGINNING CASH</u>				
10100 CASH: operating	\$0	\$2,260	\$2,260	\$4,046
<u>REVENUES</u>				
331120 FY16 AFG (Cots)/FY17 (SCBA)	\$0	\$99,900	\$88,809	\$202,500
365020 Donations/Roundup for Safety/Am Heart Assoc	\$27,147	\$8,700	\$2,600	\$3,000
383001 City Share transfer from amb (fy16) fire (fy17)	\$0	\$11,100	\$9,868	\$18,454
Total	\$27,147	\$119,700	\$101,277	\$223,954
Total Available	\$27,147	\$121,960	\$103,537	\$228,000
<u>EXPENDITURES</u>				
420400-218 Equipment (non-capital)	\$0	\$0	\$0	\$0
221 Safety Equipment - Roundup for Safety	\$0	\$10,825	\$814	\$3,000
420415-940 AFG GRT (COTS)/(fy15 heart monitor)	\$24,887	\$111,000	\$98,677	\$225,000
	\$24,887	\$121,825	\$99,491	\$228,000
<u>ENDING CASH</u>				
CASH: operating	\$2,260	\$135	\$4,046	\$0

HAZMAT GRANT

FUND: 2957-416-420400

PROJECTED REVENUE/EXPENDITURE AND FUND SUMMARY

	ACTUAL FY14/15	BUDGET FY15/16	estimated ACTUAL FY15/16	proposed BUDGET FY16/17
<u>BEGINNING CASH</u>				
10100 CASH: operating	\$11,043	\$17,136	\$17,136	\$30,110
<u>REVENUES</u>				
334012 Missoula HMEP Grant Reimb.	\$538	\$0	\$0	\$0
334021 Hazmat Grant	\$44,167	\$44,167	\$44,167	\$44,167
365020 Hazmat Response Payments	\$243	\$0	\$5,657	\$0
371010 Investments	\$167	\$100	\$150	\$200
Total	\$45,115	\$44,267	\$49,974	\$44,367
Total Available	\$56,158	\$61,403	\$67,110	\$74,477
<u>EXPENDITURES</u>				
420400-155 Retirement - Regional Hazmat Reimb	\$0	\$2,500	\$0	\$2,500
218 Equipment (non-capital) (moved to 2956)	\$0	\$0	\$0	\$0
420410-125 OT - Pass Thru Hazmat	\$15,901	\$19,365	\$16,000	\$19,365
218 Equipment - Pass Thru Hazmat	\$20,443	\$33,113	\$14,000	\$33,113
373 Travel - Pass Thru Hazmat	\$2,678	\$6,100	\$7,000	\$6,100
Total	\$39,022	\$61,078	\$37,000	\$61,078
<u>ENDING CASH</u>				
CASH: operating	\$17,136	\$325	\$30,110	\$13,399

PUBLIC SAFETY IMPACT FEES

FUND: 2399

REVENUE PROJECTION

	ACTUAL FY14/15	BUDGET FY15/16	estimated ACTUAL FY15/16	proposed BUDGET FY16/17
<u>Beginning Cash</u>				
10100 Cash: Administration 5%	\$8,544	\$7,119	\$7,119	\$4,569
10172 Cash: Police	\$55,457	\$59,637	\$59,637	\$69,737
10173 Cash: Fire	\$397,435	\$414,792	\$414,792	\$474,773
Total Cash	\$461,436	\$481,548	\$481,548	\$549,079
<u>Revenue</u>				
341072 POLICE (less admin)	\$3,536	\$4,750	\$9,500	\$9,500
341072 5% Admin	\$186	\$250	\$500	\$500
341073 FIRE (less admin)	\$50,179	\$76,000	\$128,250	\$128,250
341073 5% Admin	\$2,641	\$4,000	\$6,750	\$6,750
371010 Interest Revenue -distrubuted to cash ADMIN	\$248	\$100	\$200	\$250
Interest Revenue -distrubuted to cash POLICE	\$644	\$400	\$600	\$750
Interest Revenue -distrubuted to cash FIRE	\$2,258	\$2,000	\$2,100	\$3,400
Total Revenue	\$59,692	\$87,500	\$147,900	\$149,400
Total Available	\$521,128	\$569,048	\$629,448	\$698,479
<u>Expenditure</u>				
900 Fire Department (inc debt service, less impact review)	\$35,080	\$435,085	\$70,369	\$570,151
Police Department (less impact review)	\$0	\$50,000	\$0	\$60,000
Administrative transfer	\$4,500	\$10,000	\$10,000	\$10,000
Admin.- Fire for review	\$0	\$0	\$0	\$0
Admin-Police for review	\$0	\$0	\$0	\$0
Total Expenditures	\$39,580	\$495,085	\$80,369	\$640,151
<u>Ending Cash</u>				
10100 Cash: Administration 5%	\$7,119	\$1,469	\$4,569	\$2,069
10172 Cash: Police	\$59,637	\$14,787	\$69,737	\$19,987
10173 Cash: Fire	\$414,792	\$57,707	\$474,773	\$36,272
Total Cash	\$481,548	\$73,963	\$549,079	\$58,328

PUBLIC SAFETY IMPACT FEES

FUND: 2399

EXPENDITURE SUMMARY/ DETAIL

	ACTUAL FY13/14	ACTUAL FY14/15	BUDGET FY15/16	proposed BUDGET FY16/17
413				
420140 Police Department -available funds	\$0	\$0	\$50,000	\$60,000
354 Impact fee review from adm. 5%	\$0	\$0	\$0	\$0
Subtotal Police	\$0	\$0	\$50,000	\$60,000
416				
420400 Fire Department -available funds	\$0	\$0	\$364,916	\$500,000
354 Impact fee review from adm. 5%	\$0	\$0	\$0	\$0
610 Principal -Fire Truck	\$29,250	\$30,250	\$63,000	\$65,500
620 Interest - Fire Truck	\$6,053	\$4,830	\$7,169	\$4,651
Subtotal Fire	\$35,303	\$35,080	\$435,085	\$570,151
400				
410200				
522 Administrative charge	\$3,500	\$4,500	\$10,000	\$10,000
Subtotal Administration	\$3,500	\$4,500	\$10,000	\$10,000
Total	\$38,803	\$39,580	\$495,085	\$640,151

PROGRAM DESCRIPTION

Impact fees were recently adopted by the City Council. An Impact Fee committee oversees the recommendations for use of these funds. The fire department purchased a portion of a ladder truck with impact fees and pays a portion of related debt with impact fees. Impact fees can be used for capital purchases related to growth. Amounts budgeted are amounts anticipated to be available for fire and police purchases of items approved on their capital improvement plan. Capital purchases must have a 10 year life.

HOMELAND SECURITY - STONEGARDEN GRANT

FUND: 2915-413-420140

REVENUE PROJECTION - FUND SUMMARY

ACTUAL FY14/15	amended BUDGET FY15/16	estimated ACTUAL FY15/16	proposed BUDGET FY16/17
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BEGINNING CASH

Cash on Hand	\$0	\$0	\$0	\$0
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REVENUES

331112	Homeland Security Grant (\$125,266) 10/1/2013-8/31/2015	\$78,260	\$185,749	\$32,804	\$95,070
	Total	\$78,260	\$185,749	\$32,804	\$95,070
	Total Available	\$78,260	\$185,749	\$32,804	\$95,070

EXPENDITURES

121	Overtime & payroll costs (KPD)	\$1,304	\$48,814	\$7,874	\$31,255
218	Equipment (KPD)	\$34,836	\$25,000	\$24,930	\$70
354	Contract Services (WPD, MHP, MFWP, CFPD)	\$42,120	\$111,935	\$0	\$63,745
	Total	\$78,260	\$185,749	\$32,804	\$95,070

ENDING CASH

Cash on Hand	\$0	\$0	\$0	\$0
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PROGRAM DESCRIPTION

Operation Stonegarden is a joint operation with the Kalispell and Whitefish Police Departments, the Montana Highway Patrol and the US Border Patrol to deter attempts at illegal activity at the Flathead County Border Corridor.

DRUG ENFORCEMENT GRANT

FUND: 2916-413-420140

REVENUE PROJECTION - FUND SUMMARY

	ACTUAL FY14/15	BUDGET FY15/16	estimated ACTUAL FY15/16	proposed BUDGET FY16/17	
<u>BEGINNING CASH</u>					
Cash on Hand	\$22,206	\$5,468	\$5,468	\$1	
<u>REVENUES</u>					
331020 HIDTA Grant	\$7,727	\$8,528	\$11,500	\$8,528	
331022 County Drug Grant	\$24,240	\$25,586	\$17,900	\$25,586	
365000 Donations, other	\$2,287	\$0	\$0	\$0	
383001 General Fund Transfer	\$55,976	\$57,500	\$57,500	\$67,500	
Total	\$90,230	\$91,614	\$86,900	\$101,614	
Total Available	\$112,436	\$97,082	\$92,368	\$101,615	
<u>EXPENDITURES</u>					
Crime Control	FTE's	1	1	1	1
110 Salaries and payroll costs		\$61,049	\$59,252	\$59,252	\$60,926
121 Overtime-grant match		\$6,000	\$7,500	\$7,500	\$7,500
153 Health Insurance		\$15,600	\$11,824	\$11,824	\$17,541
155 Retirement		\$7,895	\$7,949	\$7,949	\$8,167
Subtotal		\$90,544	\$86,526	\$86,526	\$94,135
Materials and Services:					
354 Contract Services		\$5,448	\$5,841	\$5,841	\$5,841
820 Transfer to 2919 - forfeiture funds		\$10,976	\$0	\$0	
Subtotal		\$16,424	\$5,841	\$5,841	\$5,841
Total		\$106,968	\$92,367	\$92,367	\$99,976
<u>ENDING CASH</u>					
Cash on Hand	\$5,468	\$4,715	\$1	\$1,639	

PROGRAM DESCRIPTION

The goal of this project is to enforce the State and Federal statutes relating to the possession and/or sale of illegal drugs and the criminal activity associated with drug use in Flathead County and its incorporated cities. The multi-agency task force concept is intended to provide a well-coordinated county-wide drug enforcement program whose purpose is to attack the drug marketplace at all levels by placing equal importance on the casual user, the addict and the traffickers.

CHRP GRANT -Cops Hiring Recovery Program Grant

FUND: 2918-413-420140

REVENUE PROJECTION - FUND SUMMARY

ACTUAL FY14/15	BUDGET FY15/16	estimated ACTUAL FY15/16	proposed BUDGET FY16/17
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BEGINNING CASH

10110	CASH	\$0	\$0	\$0	\$0
10130	Cash designated for 4th year	\$0	\$0	\$0	\$20,000

REVENUES

331025	COPS HIRING RECOVERY PROGRAM GRANT	\$0	\$43,688	\$28,000	\$96,750
383001	General Fund Transfer (25% to fund 4th year)	\$0	\$34,562	\$23,500	\$155,000
	Total Revenue	\$0	\$78,250	\$51,500	\$251,750
	Total Available	\$0	\$78,250	\$51,500	\$271,750

EXPENDITURES -Crime Control

	FTE's		1	1	3
110	Salaries and payroll costs	\$0	\$37,032	\$25,000	\$140,287
153	Health Insurance	\$0	\$16,242	\$3,000	\$32,606
155	Retirement	\$0	\$4,976	\$3,500	\$18,857
	Total Expenditures	\$0	\$58,250	\$31,500	\$191,750

ENDING CASH

10110	CASH	\$0	\$0	\$0	\$0
10130	Cash on Hand (designated for 4th year)	\$0	\$20,000	\$20,000	\$80,000

PROGRAM DESCRIPTION

The Police Department applied for and received a grant for the COPS Hiring Recovery Program (CHRP) to hire one police officer. The grant award is to pay the salary and benefits of an entry level police officer for three years with the agreement that the City retain that position for a fourth year.

LAW ENFORCEMENT GRANTS

FUND: 2919-413-420140

REVENUE PROJECTION - FUND SUMMARY

ACTUAL FY14/15	BUDGET FY15/16	estimated ACTUAL FY15/16	proposed BUDGET FY16/17
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BEGINNING CASH

Cash on Hand	\$3,205	\$3,822	\$3,822	\$0
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REVENUES

331023	Bulletproof Vest Partnership	\$7,752	\$3,500	\$0	\$3,500
331024	Roundup for Safety grant/other donations	\$4,209	\$2,500	\$5,822	\$2,500
331026	Homeland Security Grant Program (Tactical Improvements)	\$36,600	\$59,600	\$29,600	\$0
331021	Montana Justice Assistance Grant	\$13,398	\$10,836	\$4,975	\$12,000
334011	DUI Task Force/Safe Kids Safe Communities	\$0	\$8,000	\$0	\$8,000
334015	MDOT/Spec. Holiday Enforcement (STEP) (126)	\$36,080	\$40,000	\$40,000	\$40,000
334016	MDOT STEP Equipment Grant	\$0	\$11,050	\$11,050	\$0
342015	School District Overtime	\$19,404	\$20,000	\$18,835	\$20,000
383001	Transfer from General	\$14,476	\$3,500	\$3,500	\$3,500
	Total Revenue	\$131,919	\$158,986	\$113,782	\$89,500
	Total Available	\$135,124	\$162,808	\$117,604	\$89,500

EXPENDITURES

Crime Control	\$131,302	\$158,986	\$117,604	\$89,500
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ENDING CASH

Cash on Hand	\$3,822	\$3,822	\$0	\$0
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PROGRAM DESCRIPTION

This budget allows for the purchase of safety equipment through grant funding, including the Bulletproof Vest Partnership and Round-Up for Safety.

LAW ENFORCEMENT GRANTS

FUND: 2919-413-420140

EXPENDITURE DETAIL/SUMMARY

	ACTUAL FY13/14	ACTUAL FY14/15	BUDGET FY15/16	proposed BUDGET FY16/17
Personal Services:				
110 Salaries and payroll costs	\$3,781	\$3,720	\$4,000	\$4,000
125 Overtime-DUI Task force	\$0	\$0	\$8,000	\$8,000
126 Overtime-Holiday Reimbursement	\$35,498	\$31,963	\$36,000	\$36,000
127 Overtime-School district	\$20,350	\$21,963	\$20,000	\$20,000
Subtotal	\$59,629	\$57,646	\$68,000	\$68,000
Maintenance & Operations:				
218 JAG grant	\$12,913	\$23,663	\$21,886	\$12,000
220 Other equipment from donations	\$1,276	\$3,483	\$2,500	\$2,500
221 Bullet Proof Vests	\$4,540	\$35,534	\$7,000	\$7,000
Subtotal	\$18,729	\$62,680	\$31,386	\$21,500
Capital Outlay:				
940 SRT Camera	\$0	\$0	\$59,600	\$0
In Car Camera System - Forfeiture Funds	\$0	\$10,976	\$0	\$0
Subtotal	\$0	\$10,976	\$59,600	\$0
Total	\$78,358	\$131,302	\$158,986	\$89,500

<p style="text-align: center;">BUILDING DEPARTMENT ACCOUNT # 2394-420</p>

PURPOSE OF THIS DEPARTMENT: Why does this department exist?

The building department serves as the entity that reviews plans and conducts inspections of construction in the city to promote safe and sustainable building efforts for the community.

DEPARTMENT PERSONNEL: Planning Director (.25), Office Supervisor (.5), Assistant Office Supervisor (.6), Building Official, two plans examiners and three Building Inspectors. Two inspectors perform fire inspections and are funded 40% by the general fund (fire

GOALS OF THIS DEPARTMENT: What are the departmental goals that support the purpose?

To achieve its purpose the building department conducts reviews and inspections in accordance with the most recently adopted building and related codes.

INTENDED OUTCOMES FROM BUDGET EXPENDITURES

The FY2017 budget will focus on the administration of the most recently adopted code programs, the addition of an electrical inspection program, the adoption of the 2011 National Electric Code, and the implementation of a web-based permit system that will allow contractors to submit building applications on-line. The Department will replace dated fleet vehicles.

BUILDING DEPARTMENT

FUND: 2394-420-420530

PROJECTED REVENUE AND FUND SUMMARY

ACTUAL FY14/15	BUDGET FY15/16	estimated ACTUAL FY15/16	proposed BUDGET FY16/17
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BEGINNING CASH

10100 CASH: Operating	\$426,315	\$417,700	\$417,700	\$666,200
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REVENUES

323101 Building permits	\$248,131	\$250,000	\$450,000	\$350,000
323103 Plumbing permits	\$18,110	\$15,000	\$30,000	\$20,000
323104 Mechanical permits	\$32,507	\$24,000	\$45,000	\$30,000
323105 Electircal permits	\$0	\$30,000	\$25,000	\$30,000
323108 Plan Review	\$87,403	\$60,000	\$180,000	\$100,000
364030 Misc.	\$531	\$0	\$0	\$0
371010 Investment Earnings	\$3,167	\$2,000	\$3,500	\$4,500
Total Revenue	\$389,849	\$381,000	\$733,500	\$534,500
Total Available	\$816,164	\$798,700	\$1,151,200	\$1,200,700

EXPENDITURES

Operating	\$398,464	\$488,011	\$485,000	\$709,186
Total Expenditures	\$398,464	\$488,011	\$485,000	\$709,186

ENDING CASH

10100 CASH: Operating	\$417,700	\$310,689	\$666,200	\$491,514
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BUILDING DEPARTMENT

FUND: 2394-420-420530

EXPENDITURE DETAIL

	ACTUAL FY13/14	ACTUAL FY14/15	BUDGET FY15/16	proposed BUDGET FY16/17
	4.75	5.20	5.20	6.75
Personal Services:				
110 Salaries and payroll costs	\$232,219	\$244,908	\$303,451	\$374,578
121 Overtime	\$7,274	\$8,371	\$5,000	\$5,000
153 Health Insurance	\$42,370	\$41,485	\$59,827	\$85,277
155 Retirement	\$17,259	\$18,359	\$22,001	\$27,529
Total Personal Services	\$299,122	\$313,121	\$390,279	\$492,384
Maintenance & Operations:				
210 Supplies/computer hardware/software/other	\$4,293	\$14,817	\$20,000	\$20,000
231 Gas & Oil	\$2,783	\$2,200	\$3,000	\$3,500
320 Postage, printing, Code books	\$1,307	\$646	\$1,750	\$2,500
323 State Ed Assessments	\$1,932	\$1,678	\$2,500	\$3,000
345 Telephone & Communications	\$2,724	\$2,211	\$3,500	\$3,500
353 Auditing (3 year Building audit for state)	\$0	\$3,500	\$0	\$0
354 Contract Services -(fy17 bldg permit conversion)	\$836	\$680	\$3,300	\$43,500
355 City Works Licensing Fee	\$0	\$0	\$13,000	\$15,000
373 Dues & Training	\$4,603	\$6,659	\$6,000	\$9,000
510 Insurance - liability & property	\$5,031	\$4,755	\$6,000	\$5,000
521 Central Garage Transfer	\$1,802	\$1,587	\$1,748	\$1,324
522 Administrative Transfer	\$10,482	\$12,701	\$13,573	\$16,282
528 Information Technology Transfer	\$5,710	\$4,790	\$12,361	\$29,196
Total M & O	\$41,503	\$56,224	\$86,732	\$151,802
Capital Outlay:				
944 Vehicles	\$22,155	\$29,119	\$11,000	\$65,000
Total Budget	\$362,780	\$398,464	\$488,011	\$709,186

SPECIAL REVENUE FUNDS

Page	Fund	Dept	<u>PUBLIC WORKS</u>	
14-16	2400		Light Maintenance	\$ 366,365
17-18	2420		Gas Tax	\$ 496,562
19-24	2500		Street Maintenance	\$ 4,158,524
25	2825		MACI Grant	\$ 433,202
			Total	<u>\$ 5,454,653</u>

<p style="text-align: center;">LIGHT MAINTENANCE ACCOUNT # 2400-410</p>

PURPOSE OF THIS DEPARTMENT: Why does this department exist?

Light Maintenance funds are utilized by the Traffic Signs and Signals Division to provide visibility that promotes safe and efficient use of street facilities.

DEPARTMENT PERSONNEL: (1.25 FTE)

.05 Budget Resource Manager

.20 Assessment Coordinator

1 Light Maintenance

GOALS OF THIS DEPARTMENT: What are the departmental goals that support the purpose?

Achieve lighting standards and promote light replacements with longer lasting and more efficient lighting systems.

INTENDED OUTCOMES FROM BUDGET EXPENDITURES

The FY 17 budget presents the continuation of maintaining the light system to provide consistent and reliable lighting for vehicular traffic, pedestrians bicycle travel, and outdoor recreational areas.

Expenditures also allow for the rehabilitation of decorative lights in the downtown areas and installations of new luminaires throughout the City.

LIGHT MAINTENANCE

FUND: 2400-410-430263

PROJECTED REVENUE AND FUND SUMMARY

	ACTUAL FY14/15	BUDGET FY15/16	estimated ACTUAL FY15/16	proposed BUDGET FY16/17
<u>BEGINNING CASH</u>				
10100 CASH:	\$107,536	\$73,696	\$73,696	\$148,587
10120 Replacement Account (\$10,000/year)	\$0	\$10,000	\$10,000	\$20,000
	<u>\$107,536</u>	<u>\$83,696</u>	<u>\$83,696</u>	<u>\$168,587</u>
<u>REVENUES</u>				
363010 Maintenance Assessments	\$267,035	\$360,000	\$371,000	\$371,000
-designated for equipment replacement	\$10,000	\$10,000	\$10,000	\$10,000
363040 Penalty & Interest	\$608	\$1,000	\$500	\$500
364030 Misc.	\$7,976	\$5,000	\$20,458	\$5,000
371010 Interest Earnings	\$374	\$400	\$400	\$400
	<u>\$285,993</u>	<u>\$376,400</u>	<u>\$402,358</u>	<u>\$386,900</u>
TOTAL AVAILABLE	<u>\$393,529</u>	<u>\$460,096</u>	<u>\$486,054</u>	<u>\$555,487</u>
<u>EXPENDITURES</u>				
Street Lighting (10100)	\$287,587	\$315,919	\$295,000	\$313,822
Capital Outlay	\$0	\$0	\$0	\$30,000
Capital Outlay-Replacement (10120)	\$0	\$0	\$0	\$0
Debt Service	\$22,246	\$22,467	\$22,467	\$22,543
	<u>\$309,833</u>	<u>\$338,386</u>	<u>\$317,467</u>	<u>\$366,365</u>
<u>ENDING CASH</u>				
10100 CASH:	\$73,696	\$101,710	\$148,587	\$159,122
10120 Replacement Account (\$10,000/year)	\$10,000	\$20,000	\$20,000	\$30,000
	<u>\$83,696</u>	<u>\$121,710</u>	<u>\$168,587</u>	<u>\$189,122</u>

LIGHT MAINTENANCE

FUND: 2400-410-430263

EXPENDITURE DETAIL

		ACTUAL FY13/14	ACTUAL FY14/15	BUDGET FY15/16	proposed BUDGET FY16/17
Personal Services:	FTE'S	1.25	1.25	1.25	1.25
110	Salaries	\$71,075	\$74,003	\$74,292	\$70,405
153	Health Insurance	\$10,337	\$9,987	\$12,693	\$13,628
155	Retirement	\$5,045	\$5,297	\$5,291	\$5,141
	Subtotal	\$86,457	\$89,287	\$92,276	\$89,174
Materials and Services:					
244	Lighting Supplies	\$7,542	\$13,977	\$18,000	\$18,000
341	Electricity	\$157,982	\$164,332	\$169,000	\$173,000
360	Repair & Maint Services	\$20,853	\$8,327	\$20,000	\$20,000
510	Liability Insurance & Uninsured Loss	\$1,467	\$891	\$1,000	\$1,000
522	Administrative Transfer	\$8,440	\$10,773	\$15,643	\$12,648
	Subtotal	\$196,284	\$198,300	\$223,643	\$224,648
Capital Outlay					
920	New Luminaires	\$0	\$0	\$0	\$30,000
940	Machinery & Equipment	\$100,329	\$0	\$0	\$0
	Subtotal	\$100,329	\$0	\$0	\$30,000
Debt Service:					
610	Principal - Boom Truck	\$10,658	\$21,430	\$21,647	\$21,862
620	Interest	\$465	\$816	\$820	\$681
	Subtotal	\$11,123	\$22,246	\$22,467	\$22,543
	Total	\$394,192	\$309,832	\$338,385	\$366,365

LIGHT MAINTENANCE

FUND: 2400-410-430263

FY 2017 BUDGET HIGHLIGHTS

Line Item Detail: LIGHT MAINTENANCE

360 Repair & Maint Services - \$20,000

Replacing the deteriorated and malfunctioning decorative globe lights at six per year.

341 Electricity - \$173,000

\$4,000 increase is needed for the proposed 2.5% electrical increase that takes effect on July 1, 2016.

Capital Outlay:

920 Luminaires - \$30,000

Installation of 5 new luminaires a year.

GAS TAX ACCOUNT # 2420-421

PURPOSE OF THIS DEPARTMENT: Why does this department exist?

The city receives annual gas tax revenue allocations based on population and street and alley mileage to be used for construction, reconstruction, maintenance and repair of streets, right of ways and alleys.

GOALS OF THIS DEPARTMENT: What are the departmental goals that support the purpose?

Provide a right of way infrastructure program that includes reconstruction, maintenance, markings, and repair of streets, sidewalks, and alleys.

INTENDED OUTCOMES FROM BUDGET EXPENDITURES

The FY 17 budget reflects the continuation of the pavement marking, overlay, chip seal, and sidewalk replacement programs, which promotes safe travel and longevity of the road and pedestrian systems. This year's budget presents a shift in operations from contracting out pavement marking services to performing this activity in-house with new striping equipment. This provides for more flexibility to perform pavement marking activities throughout the year and is more cost effective.

GAS TAX

FUND: 2420-421-430240

PROJECTED REVENUE AND FUND SUMMARY

	ACTUAL FY14/15	BUDGET FY15/16	estimated ACTUAL FY15/16	proposed BUDGET FY16/17
<u>BEGINNING CASH</u>				
10100 Cash	\$436,944	\$352,496	\$352,496	\$340,645
<u>REVENUE</u>				
335040 Gas Tax Apportionment	\$364,622	\$369,748	\$369,748	\$369,748
383001 Transfer from Solid Waste for Alley Paving	\$25,000	\$35,000	\$35,000	\$35,000
371010 Interest	\$1,996	\$2,000	\$2,000	\$2,000
Total Revenue	\$391,618	\$406,748	\$406,748	\$406,748
Total Available	\$828,562	\$759,244	\$759,244	\$747,393
<u>EXPENDITURES</u>				
Street Department	\$476,066	\$609,661	\$418,599	\$496,562
<u>ENDING CASH</u>				
Cash	\$352,496	\$149,583	\$340,645	\$250,831

GAS TAX

FUND: 2420-421-430240

EXPENDITURE DETAIL

	ACTUAL FY13/14	ACTUAL FY14/15	BUDGET FY15/16	proposed BUDGET FY16/17
430240 Materials and Services-Streets				
231 Gas & Oil	\$36,677	\$31,510	\$43,000	\$43,000
344 Natural Gas	\$4,622	\$3,529	\$5,500	\$5,500
354 Contract Services-Striping	\$27,215	\$103,919	\$136,000	\$20,000
360 Contract - Snow Remove, Constr. Support, Repair	\$2,440	\$1,927	\$1,500	\$1,500
368 Overlays & Chip Seals	\$109,882	\$169,337	\$230,661	\$225,562
452 Gravel	\$1,045	\$2,898	\$3,500	\$3,500
453 Equipment Rental	\$19,782	\$10,500	\$10,000	\$5,000
471 De-Icer/Road Oil	\$24,368	\$22,598	\$40,000	\$40,000
472 Asphalt Material	\$49,278	\$52,405	\$40,000	\$53,000
473 Crack Sealing Material	\$4,992	\$12,990	\$14,500	\$14,500
474 Paint Striping Materials	\$0	\$0	\$0	\$60,000
Total Materials & Services Streets	\$280,301	\$411,613	\$524,661	\$411,562
430234 Sidewalks / Alleys:				
956 Sidewalk Construction/ADA Compliance	\$38,506	\$40,341	\$50,000	\$50,000
957 Alley Paving	\$33,617	\$24,112	\$35,000	\$35,000
Total Capital	\$72,123	\$64,453	\$85,000	\$85,000
Total	\$352,424	\$476,066	\$609,661	\$496,562

FY 2017 BUDGET HIGHLIGHTS

Line Item Detail:

368 Overlay & Chip Seals - Carryover \$105,562, New Appropriations - \$120,000

453 Equipment Rental - \$5,000

Reduced line item \$5,000. The purchase of an asphalt roller in FY16 eliminated the need to rent one for the season.

472 Asphalt Material - \$53,000

Increased to reflect FY15 actuals.

474 Paint Striping Material - \$60,000

If the proposed purchase of a roadlazer roadpak in the street fund is approved we would eliminate \$116,000 in contract service striping and purchase materials to complete the striping in-house.

956 Sidewalk Replacement & ADA Compliance - \$50,000

\$25,000 to be used for a matching program to assist homeowners with replacing bad sidewalks and \$25,000 to meet ADA requirements.

957 Alley Paving - \$35,000

Includes a transfer from Solid Waste to pave approximately 5 alleys and perform maintenance on existing paved alleys.

SPECIAL STREET MAINTENANCE ACCOUNT # 2500-421
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PURPOSE OF THIS DEPARTMENT: Why does this department exist?

To construct and maintain surface transportation, signals, and traffic controls that support economic viability and promotes clean, safe, and drivable travel during all seasons.

DEPARTMENT PERSONNEL: (15.25 FTE)

.20 Public Works Director	.20 Administrative Assistant
.25 Senior Civil Engineer (City Engineer)	.25 Engineering Tech/GIS/IT Support
.15 Budget Resource Manager	.10 General Laborer
.25 Construction Manager	9.75 Special Street Maintenance Operators
.15 Administrative Coordinator	1 Special Street Maintenance Supervisor
.25 Project Manager (Engineer II)	1 Traffic Signs and Signals Maintenance Supervisor
.50 Road and Fleet Superintendent	1 Traffic Signs and Signals Maintenance Technical
.20 Assessment Coordinator	

GOALS OF THIS DEPARTMENT: What are the departmental goals that support the purpose?

1. To maintain city streets in a clean, safe and drivable condition during all seasons.
 2. To provide the safe and orderly travel through properly designed and maintained signals, signage and markings.
-

INTENDED OUTCOMES FROM BUDGET EXPENDITURES

The FY17 budget reflects the continuation of Street and ROW preventative maintenance and reconstruction, including pavement marking, overlay, chip seal, ADA compliance, and sidewalk replacement programs. Expenditures are being proposed for street maintenance equipment replacement to increase reliability, lower maintenance costs, and enhance cross-season functionality. The Traffic, Signs, and Signal budget provides for the continuation of compliance with signal and signage standards and new equipment to perform in-house pavement markings throughout the City. The new marking equipment enables completion of the pavement marking tasks in a timely manner at reduced costs.

SPECIAL STREET MAINTENANCE

FUND: 2500-421-430240

PROJECTED REVENUE AND FUND SUMMARY

	ACTUAL FY14/15	BUDGET FY15/16	estimated ACTUAL FY15/16	proposed BUDGET FY16/17
<u>BEGINNING CASH</u>				
10100 CASH: Operating	\$724,028	\$866,662	\$866,662	\$953,144
10107 Cash, Designated Equip. Replacement	\$239,834	\$185,927	\$185,927	\$247,206
10108 Cash, Designated S & C Repair/In-Lieu of	\$38,328	\$37,810	\$37,810	\$27,828
10109 Cash, Designated Pavement Replacement	\$273,372	\$426,683	\$426,683	\$689,683
Total Cash	\$1,275,562	\$1,517,082	\$1,517,082	\$1,917,861
<u>REVENUE</u>				
343012 Public Works Charges	\$7,337	\$5,000	\$5,500	\$5,000
363010 Maintenance Assessments	\$1,562,336	\$1,700,000	\$1,725,000	\$1,861,000
-designated for pavement replacement	\$400,000	\$400,000	\$400,000	\$400,000
-designated for equipment replacement	\$200,000	\$200,000	\$200,000	\$200,000
Bonded Debt	\$0	\$0	\$0	\$1,114,018
363040 Penalty & Interest	\$4,800	\$6,000	\$4,000	\$4,000
364030 Sale of Misc./Auction	\$3,399	\$5,000	\$2,000	\$3,500
371010 Investment	\$6,880	\$5,000	\$8,000	\$8,000
381050 Inception of Loan	\$116,195	\$0	\$0	\$0
Total Revenue	\$2,300,947	\$2,321,000	\$2,344,500	\$3,595,518
Total Available	\$3,576,509	\$3,838,082	\$3,861,582	\$5,513,379
<u>EXPENDITURES</u>				
Street Department/TSS	\$1,558,313	\$1,743,498	\$1,658,018	\$1,987,807
Capital Equip. Replacement	\$253,907	\$270,000	\$138,721	\$298,500
Capital Outlay Bonded Debt	\$0	\$0	\$0	\$1,114,018
S & C Repair Funds	\$518	\$37,810	\$9,982	\$27,828
Pavement Replacement Program	\$246,689	\$537,040	\$137,000	\$730,371
Total Expenditures	\$2,059,427	\$2,588,348	\$1,943,721	\$4,158,524
<u>ENDING CASH</u>				
10100 Cash, OPERATING	\$866,662	\$844,164	\$953,144	\$853,259
10107 Cash, Designated Equip. Replacement	\$185,927	\$115,927	\$247,206	\$148,706
10108 Cash, Designated S & C Repair	\$37,810	\$0	\$27,828	\$0
10109 Cash, Designated Pavement Replacement	\$426,683	\$289,643	\$689,683	\$359,312
Total	\$1,517,082	\$1,249,734	\$1,917,861	\$1,361,277

SPECIAL STREET MAINTENANCE

FUND: 2500-421-430240

EXPENDITURE DETAIL

		ACTUAL FY13/14	ACTUAL FY14/15	BUDGET FY15/16	proposed BUDGET FY16/17
STREET DIVISION					
Personal Services:	FTE's	12.25	12.25	12.25	13.25
110	Salaries and Payroll Costs	\$602,522	\$626,235	\$662,559	\$709,550
112	Severance	\$0	\$0	\$2,300	\$0
121	Overtime	\$20,280	\$14,591	\$25,000	\$25,000
153	Health Insurance	\$130,789	\$124,316	\$152,162	\$172,495
155	Retirement	\$43,588	\$45,718	\$46,905	\$51,452
	Subtotal	\$797,180	\$810,860	\$888,927	\$958,498
Materials and Services:					
210	Computer Equipment/Software/Supplies	\$3,257	\$6,669	\$9,000	\$9,000
218	Equipment /Safety Equipment & Supplies	\$6,385	\$6,042	\$6,000	\$6,500
220	Other supplies, Janitorial, Consumable Tools	\$4,405	\$3,051	\$4,100	\$4,500
231	Gas & Oil	\$37,130	\$32,711	\$44,000	\$40,000
341	Electric	\$1,321	\$2,972	\$3,000	\$3,300
345	Telephone	\$1,479	\$1,426	\$1,500	\$1,500
354	Contract Services	\$5,836	\$7,400	\$30,000	\$30,000
356	Consultant - Transportation Plan Update	\$0	\$0	\$0	\$62,892
362	Equipment Maint. Parts & Supplies, includes Radios	\$18,178	\$32,314	\$32,500	\$32,500
366	Building Maint.	\$83	\$282	\$3,000	\$3,000
373	Dues & Training	\$3,233	\$3,521	\$5,500	\$5,500
388	Medical Services/Drug Test	\$1,743	\$744	\$1,500	\$1,500
510	Property & Liability Insurance	\$89,804	\$20,011	\$20,500	\$20,500
512	Uninsured Loss-Deductible	\$3,371	\$10,399	\$10,000	\$10,000
521	Central Garage Transfer	\$171,740	\$176,541	\$165,366	\$163,226
522	Administrative Transfer	\$71,524	\$79,129	\$82,703	\$90,571
528	Information Tech. Transfer	\$14,899	\$8,574	\$12,361	\$12,513
	Subtotal	\$434,388	\$391,786	\$431,030	\$497,002
610/620	Debt Service-Principal & Interest	\$58,012	\$100,463	\$114,971	\$115,393

SPECIAL STREET MAINTENANCE

FUND: 2500-421-430240

EXPENDITURE DETAIL -con't.

	ACTUAL FY13/14	ACTUAL FY14/15	BUDGET FY15/16	proposed BUDGET FY16/17
Capital Outlay:				
840 MACI Grant Match FY16 Trails Fund	\$0	\$0	\$9,982	\$0
920 Salt Brine Tank	\$0	\$0	\$0	\$20,000
921 Sand/Cold Mix Storage Shed (Carryover)	\$0	\$0	\$25,771	\$25,771
941 Dump Trucks - Inception of Loan	\$158,046	\$4,795	\$0	\$0
953 Shop Complex Pavement Restoration	\$0	\$0	\$0	\$30,552
Subtotal	\$158,046	\$4,795	\$35,753	\$76,323
Capital Outlay: Bonded Project				
969 4th Ave E. Main Replc Phase 1-4	\$0	\$0	\$0	\$1,114,018
430244				
354 Pavement Maintenance Funds	\$295,366	\$246,689	\$537,040	\$730,371
430245 Replacement Funds:				
940 Machinery & Equipment	\$31,965	\$253,907	\$270,000	\$298,500
430248 Sidewalk & Curb Repair Funds				
354 Contract Services (carryover)	\$0	\$518	\$27,828	\$27,828
Total Streets	\$1,774,957	\$1,809,018	\$2,305,549	\$3,817,933
430264 TRAFFIC SIGN & SIGNALS				
Personal Services:	FTE's	2.0	2.0	2.0
110 Salaries		\$113,862	\$115,364	\$122,651
121 Overtime		\$5,249	\$1,786	\$7,500
153 Health Insurance		\$14,566	\$14,362	\$16,264
155 Retirement		\$8,315	\$8,269	\$8,823
Subtotal		\$141,993	\$139,781	\$155,028
Maintenance & Operations:				
210 Computer Equipment/Software/Supplies		\$1,421	\$666	\$1,500
218 Equipment /Safety Equipment & Supplies		\$7,437	\$6,845	\$6,700
220 Other Supplies, Janitorial, Consumable Tools		\$4,556	\$3,821	\$3,500

SPECIAL STREET MAINTENANCE

FUND: 2500-421-430240; 430264

EXPENDITURE DETAIL -con't.

	ACTUAL FY13/14	ACTUAL FY14/15	BUDGET FY15/16	proposed BUDGET FY16/17
Maintenance & Operations: Cont.				
242 Street Signs	\$40,489	\$43,867	\$40,000	\$40,000
243 Traffic Signals	\$9,148	\$8,657	\$19,000	\$19,000
245 Barricade Materials	\$4,488	\$4,879	\$5,000	\$5,000
341 Electricity	\$1,975	\$1,847	\$3,000	\$3,000
345 Tele. & Communications	\$753	\$763	\$750	\$750
354 Contract Services	\$3,166	\$1,717	\$10,000	\$10,000
362 Equipment Maintenance Parts, includes Radios	\$2,545	\$822	\$3,000	\$3,000
366 Building Maintenance	\$1,187	\$285	\$2,000	\$2,000
373 School & Travel	\$4,716	\$2,852	\$5,500	\$5,500
428 Paint Materials	\$7,243	\$10,202	\$8,000	\$8,000
510 Property & Liability Insurance	\$3,170	\$2,450	\$2,500	\$2,500
512 Uninsured Loss-Deductible Property	\$0	\$4,438	\$2,500	\$2,500
521 Central Garage Transfer	\$8,130	\$8,679	\$8,400	\$7,226
532 Office Rent	\$7,838	\$7,838	\$6,422	\$6,422
Subtotal	\$108,262	\$110,628	\$127,772	\$126,598
Capital Outlay:				
940 Machinery & Equipment	\$0	\$0	\$0	\$57,500
Subtotal	\$0	\$0	\$0	\$57,500
Total Traffic Signs and Signals	\$250,255	\$250,409	\$282,800	\$340,591
Grand Total - Streets & TSS	\$2,025,212	\$2,059,427	\$2,588,348	\$4,158,524

SPECIAL STREET MAINTENANCE

FUND: 2500-421-430240

FY 2017 BUDGET HIGHLIGHTS

Line Item Detail: Street Division

110 Personnel Services - Include one additional FTE

Addition of one full-time Street Department employee. The street crew has had 1 supervisor and 9 full time employees since 1998. In 2000, the City was responsible for 100 miles of roads. By 2015, the City has acquired an additional 51 miles of streets without adding any additional street crew personnel. The additional FTE would enable the City to continue to provide the same level of service in a timely manner.

354 Contract Services - \$30,000

\$15,000 needed for street sweepings disposal.

356 Consultant - \$62,892

Propose to work in conjunction with MDOT and update the 2008 Kalispell Area Transportation Plan. This plan is now 8 years out of date and will be updated after the bypass is complete to ensure the projects and priorities are current and consistent with community needs.

Capital Outlay:

920 Salt Brine Storage Tank - \$20,000

Add one 10,000 gallon storage tank with pump. The additional storage would allow us to continue to purchase salt brine from the MDOT by not affecting their supply during heavy application times. In the event we no longer purchase salt brine from the MDOT the larger storage capacity will allow us to order tanker loads and have sufficient surplus so critical low levels are not reached.

921 Sand/Cold Mix Storage Shed -Carryover \$25,771

This project replaces the current shed that is showing signs of structural failure, rot and decay. The concrete base is also cracked and has been repaired in the past. The new sand shed will be designed to cover the gravel stockpile, cold mix, and sanding materials. Cost shared between/Street, Water, Sewer, & Storm - Total Project Cost \$103,084

953 Shop Complex Pavement Restoration - \$30,552

The project involves replacement of the degraded asphalt surface inside the fenced area of the City Shop Complex and the installation of a new storm water quality treatment device. The asphalt at the City Shop Complex is deteriorated beyond simple patch work and necessitates replacement. The asphalt replacement triggers storm water treatment requirements stipulated by the MS4 permit and promotes good stewardship for clean water discharges to Ashley Creek. Cost shared between/Water, Sewer, Storm, Streets, & Solid Waste - Total Project Cost \$152,760

Capital Outlay: BONDED PROJECT

969 4th Avenue East Street Reconstruction - \$1,114,018

This is a street reconstruct project which will be designed in-house and construction coordinated with the 14 block water main replacement on 4th Ave E from Center St to 14th St E. 4th Ave E's asphalt surface, road base, curb and gutter infrastructure is deteriorated and the conditions necessitate reconstruction of the road infrastructure.

SPECIAL STREET MAINTENANCE

FUND: 2500-421-430240

FY 2017 BUDGET HIGHLIGHTS

Line Item Detail Continued: Street Division

430244 **Pavement Repairs - \$730,371**

354 Pavement Maintenance - Carryover \$330,371, New Appropriations \$400,000

430245 **Capital Outlay: Replacement Funds - \$298,500**

940 \$200,000 for Two Used 12 Yard Dump Trucks

Replacing a 1984 and a 1991 dump truck.

\$91,000 Snow Blower

Replacing a 1998 snow blower that has been rebuilt several times.

\$7,500 Snow Plow

Replacing current plow that has been welded multiple times and is rusted through.

Line Item Detail: Traffic Sign & Signals

Capital Outlay

940 Machinery & Equipment - \$57,500

\$57,500 Roadlazer Roadpak

Purchase of this painting system would allow the City to paint and maintain traffic lines, symbols and crosswalks.

Estimate a two year payback on equipment from savings of having City crews perform this service.

MT. AIR & CONGESTION GRANT

FUND: 2825...STREET...421....FUNCTION....430240

PROJECTED REVENUE AND FUND SUMMARY

	ACTUAL FY14/15	BUDGET FY15/16	estimated ACTUAL FY15/16	proposed BUDGET FY16/17
<u>BEGINNING CASH</u>				
CASH: Operating	\$60,314	\$60,153	\$60,153	\$29,781
<u>REVENUES</u>				
331055 MACI Grant (Sweeper & Sander FY16; Sweeper FY17)	\$0	\$273,422	\$195,950	\$375,067
383012 Transfer (match) from Storm Sewer - carryover	\$0	\$42,264	\$0	\$43,000
Total Revenue	\$0	\$315,686	\$195,950	\$418,067
Total Available	\$60,314	\$375,839	\$256,103	\$447,848
<u>EXPENDITURES</u>				
940 Capital Equipment	\$161	\$375,839	\$226,322	\$433,202
<u>ENDING CASH</u>				
CASH: Operating	\$60,153	\$0	\$29,781	\$14,646

FY2017 BUDGET HIGHLIGHTS

The Montana Air and Congestion Initiative (MACI) provides funds for equipment purchases which are utilized to benefit air quality in the State.

FY17 Appropriation

Appropriation has been budgeted for FY17 to apply for a MACI grant to replace a sweeper and a flush truck. MACI applications are due in January 2017, with an estimated award date of summer of 2017. If approved this would replace a 1991 sweeper and a 1994 flush truck. Both are in poor condition and nearing the end of their life cycles for the City. There is a chance we will only receive one item, priority would be to replace the sweeper.

Estimated cost of the sweeper is \$210,000 and estimated cost for the flush truck is \$182,500. The City would be required to pay a 13.42% match, plus indirect costs.

Carryover FY16

In FY16, the City was awarded a MACI grant for a sweeper and a combination sander/deicing unit. The sweeper arrived in March 2016, and the combination sander deicing unit is scheduled to arrive in July 2017. The City's match is 13.42% plus indirect costs.

SPECIAL REVENUE FUNDS

Page	Fund	Dept	<u>PARKS</u>	
26	2210	430	Parks in Lieu	\$ 1,417
27	2215		Revenue and Fund Summary	
28	2215	436	Parks	\$ 801,506
29	2215	440	Athletic Complex	\$ 250,402
30	2215	431	Recreation/Sports	\$ 163,980
31	2215	448	Youth Camps	\$ 262,990
32	2215	445	Aquatics Facility	\$ 302,980
33-34	2600		Forestry/Developer's Trees	\$ 416,935
				\$ 2,200,210

PARKS IN LIEU

FUND: 2210-436-460430

PROJECTED REVENUE AND FUND SUMMARY

	ACTUAL FY14/15	BUDGET FY15/16	estimated ACTUAL FY15/16	proposed BUDGET FY16/17
<u>BEGINNING CASH</u>				
CASH	\$9,388	\$1,271	\$1,271	\$1,402
<u>REVENUES</u>				
365000 Friends of Lawrence Park Donation	\$0	\$0	\$0	\$0
346082 Westview Developers Agreement	\$0	\$0	\$0	\$0
346080 Stillwood Farms	\$0	\$0	\$3,960	\$0
371010 Interest Earnings	\$64	\$6	\$30	\$15
Total Revenue	\$64	\$6	\$3,990	\$15
Total Available	\$9,452	\$1,277	\$5,261	\$1,417
<u>EXPENDITURES</u>				
Transfer to Trails - 93 N Bike/Ped Path	\$8,181	\$0	\$3,859	\$0
Park Improvements	\$0	\$1,277	\$0	\$1,417
	\$8,181	\$1,277	\$3,859	\$1,417
<u>ENDING CASH</u>				
Cash Carry over	\$1,271	\$0	\$1,402	\$0

PROGRAM DESCRIPTION

The "Parks in Lieu" program mission is to utilize and direct funds received from developers towards contributing to the development and improvement of city parks and trails.

PARKS DEPARTMENT

FUND: 2215-436-460430

PROJECTED REVENUE AND FUND SUMMARY

	ACTUAL FY14/15	BUDGET FY15/16	estimated ACTUAL FY15/16	proposed BUDGET FY16/17
<u>BEGINNING CASH:</u>				
10100 CASH: operations	\$382,400	\$454,454	\$454,454	\$346,840
10107 Cash designated for Capital Equipment	\$60,405	\$75,405	\$75,405	\$49,905
				\$396,745
<u>REVENUE:</u>				
		mills		
311100 Real Estate Taxes	\$878,280	\$864,000	\$864,000	\$1,000,000
311200 Personal Property/Entitlement	\$34,972	\$35,000	\$35,000	\$35,000
312000 Penalty & Interest	\$3,201	\$2,000	\$2,000	\$2,000
381060 Operating transfer- Health Insurance	\$70,000	\$86,000	\$86,000	\$91,000
Subtotal Revenue from Taxes	\$986,453	\$987,000	\$987,000	\$1,128,000
346050 Parks Usage Fees	\$25,045	\$19,500	\$21,000	\$21,000
365015 Kidsports Maintenance	\$23,450	\$20,000	\$20,000	\$20,000
346056 Kidsports usage	\$2,342	\$700	\$150	\$300
346059 Picnic in the Park	\$28,538	\$32,000	\$30,000	\$30,000
346051 Recreation Fees	\$7,193	\$8,000	\$4,516	\$8,000
346053 Scholarships (donation)	\$1,892	\$2,000	\$2,500	\$2,500
346052 Sports Programs	\$46,175	\$44,055	\$44,055	\$45,000
334110 Grant: After School program	\$10,000	\$10,000	\$10,000	\$0
334111 Out of School Times	\$21,200	\$5,000	\$5,000	\$0
365016 Flathead Industries/FEC Refunds/Donations	\$0	\$4,500	\$4,500	\$0
346054 Community After School Programs	\$65,112	\$65,160	\$70,000	\$70,000
346057 Youth Camps	\$133,261	\$132,000	\$140,000	\$142,000
346030 Pool	\$140,460	\$140,000	\$115,000	\$140,000
346040 Concessions	\$37,557	\$34,000	\$34,000	\$35,000
Subtotal Recreation & Pool	\$542,225	\$516,915	\$500,721	\$513,800
371010 Investments	\$3,430	\$2,000	\$2,000	\$2,000
346055 Ice Rink Utilities Reimbursement	\$24,770	\$25,000	\$21,000	\$25,000
Inception of loan - proposed	\$0	\$0	\$0	\$130,000
Total	\$1,553,448	\$1,528,915	\$1,508,721	\$1,798,800
Total Resources Available	\$1,996,253	\$2,058,774	\$2,038,580	\$2,195,545
<u>EXPENDITURES:</u>				
Parks	\$595,911	\$695,428	\$695,428	\$801,506
Athletic Complex	\$171,078	\$195,377	\$195,377	\$250,402
Recreation	\$189,423	\$169,449	\$169,449	\$163,980
Youth Camps	\$243,745	\$266,256	\$266,256	\$262,990
Pool	\$266,237	\$315,325	\$315,325	\$302,980
Total	\$1,466,394	\$1,641,835	\$1,641,835	\$1,781,858
<u>ENDING CASH:</u>				
Cash Designated for Capital	\$75,405	\$49,905	\$49,905	\$40,905
Cash Carry Over	\$454,454	\$367,034	\$346,840	\$372,782
	31.0%	22.4%	21.1%	20.9%

PARKS ACCOUNT # 2215-436

PURPOSE OF THIS DEPARTMENT: Why does this department exist?

The purpose of the Kalispell Parks Department is to actively encourage, provide, promote and protect quality leisure opportunities, facilities and environments that are essential for the enhancement of the lives of our citizens.

DEPARTMENT PERSONNEL: (5.55 FTE) Parks shares personnel costs of Parks and Recreation Director, Parks Superintendent, Parks Foreman, Administrative Specialist and four Parks Caretakers.

GOALS OF THIS DEPARTMENT: What are the departmental goals that support the purpose?

1. Maintain 292 acres of parks and open spaces according to our Parks Master Plan.
2. Continue our beautification programs by addressing indentified deferred maintenance in the parks system.
3. Purchase and installation of prefabricated restroom facility for Woodland Park.

INTENDED OUTCOMES FROM BUDGET EXPENDITURES:

This fiscal year, the Parks Department budget is dedicated to a deferred maintenance project by replacing the deteriorated and ever declining restroom bathroom facility at Woodland Park. This proposed project includes replacement of the bathrooms at Woodland Park located near the Main Pavilion on the southwest side of the park. Additionally this budget supports replacing equipment with the purchase of a used flatbed truck and 12' mower.

PARKS DEPARTMENT

FUND: 2215-436-460430

EXPENDITURE DETAIL

		ACTUAL FY13/14	ACTUAL FY14/15	BUDGET FY15/16	proposed BUDGET FY16/17
Personal Services:	FTE's	5.55	5.55	5.55	5.55
110	Salaries and payroll costs	\$272,214	\$289,160	\$314,562	\$316,192
111	Salaries - seasonal	\$60,242	\$55,149	\$61,727	\$65,276
112	Severance	\$28,418	\$0	\$0	\$0
121	Overtime: Call outs	\$45	\$70	\$500	\$500
153	Health Insurance	\$57,069	\$58,660	\$69,412	\$61,643
155	Retirement	\$23,737	\$24,962	\$27,488	\$26,136
	Subtotal	\$441,726	\$428,001	\$473,689	\$469,747
Maintenance & Operations:					
210	Office Supplies, equip./computers	\$580	\$650	\$1,000	\$1,000
224	Janitorial Supplies (All Parks)	\$3,968	\$3,385	\$4,100	\$5,000
229	Other Supplies (fertilizer, weed spray, seed, paint)	\$3,765	\$3,703	\$4,000	\$4,000
231	Gas	\$18,509	\$15,952	\$18,000	\$18,000
241	Tools / Small Equipment /Safety equip	\$679	\$2,406	\$2,500	\$2,500
320	Printing (Info brochures), advertising (legal notices)	\$276	\$0	\$400	\$400
341	Electricity	\$16,141	\$12,913	\$16,000	\$16,000
343	Ice Rink Utilities (Reimbursed-see revenue)	\$20,149	\$25,473	\$25,000	\$25,000
344	Natural Gas	\$3,069	\$1,873	\$3,000	\$3,000
345	Telephone, Communications & Social Media Archive	\$2,269	\$1,756	\$2,800	\$3,040
351	Sports Court Rehabilitation	\$0	\$0	\$2,000	\$2,000
354	Contract Services/Tennis Agreement	\$766	\$0	\$2,000	\$2,000
355	Contract Services - Trail Maint/Flathead Ind.	\$4,942	\$6,740	\$9,000	\$5,000
356	Consultants	\$1,000	\$0	\$500	\$0
357	Active Communities Expense	\$586	\$538	\$2,680	\$2,680
362	Equipment / Building Maintenance	\$11,906	\$2,930	\$4,000	\$5,000
364	Landscape Materials, Perennials & Rose Garden	\$3,103	\$3,612	\$4,000	\$5,500
367	Vandalism Repairs	\$3,744	\$2,997	\$4,000	\$4,000
373	Dues & Training	\$3,856	\$5,809	\$6,000	\$6,000
388	Medical services: Drug Testing	\$518	\$235	\$600	\$600
395	Equipment Rental	\$0	\$0	\$0	\$500
420	Metal /Wood Products-Fencing, picnic tables	\$570	\$1,432	\$3,000	\$3,000
440	Irrigation Supplies	\$7,655	\$6,075	\$7,500	\$9,000
452	Gravel, top soil, sand & compost	\$724	\$1,385	\$1,700	\$1,700
521	Central Garage Transfer	\$43,286	\$45,351	\$39,673	\$39,943
610	Principal /Board of Investments -Bucket Truck 25%/mower	\$10,214	\$10,330	\$10,437	\$29,112
620	Interest /Board of Investments - mower	\$489	\$365	\$349	\$784
	Subtotal	\$162,764	\$155,910	\$174,239	\$194,759
Capital Outlay:					
9xx	FVCC Tennis Interlocal Agreement	\$0	\$0	\$7,000	\$7,000
9xx	Capital Outlay: Flatbed (used) 12' mower, Woodland bathrooms	\$15,900	\$12,000	\$40,500	\$130,000
	Total	\$620,390	\$595,911	\$695,428	\$801,506

ATHLETIC COMPLEX ACCOUNT # 2215-436
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PURPOSE OF THIS DEPARTMENT: Why does this department exist?

The Kalispell Youth Athletic Complex is a public/private partnership that was created between the City of Kalispell and the current youth athletic programs at the site. This site is composed of 30 athletic fields; hosting baseball, softball, football, soccer, cross country and lacrosse.

DEPARTMENT PERSONNEL: (1.95 FTE) KYAC shares personnel costs of Parks Superintendent, Parks Foreman and a Parks Caretaker.

GOALS OF THIS DEPARTMENT: What are the departmental goals that support the purpose?

Maintain 138 acres of sports fields, 3 parks (pocket, Spring Prairie, Memorial) a running course and green spaces in a mode that supports the agreement between KYAC and the City.

INTENDED OUTCOMES FROM BUDGET EXPENDITURES:

Fiscal year 2017, the KYAC budget focuses on meeting the requirements of the 5 sports organizations while maintaining the quality of the fields to promote safety and participation. Maintenance efforts for FY 16/17 will continue to work on irrigation efficiencies. We will continue working with Kidsports to improve the facilities under the terms of the Memorandum of Understanding. Field improvements to Softball and Babe Ruth fields will be accomplished through partnerships with the individual organizations. Additionally this budget supports replacing equipment with the purchase of a field groomer.

ATHLETIC COMPLEX

FUND: 2215-436-460440

EXPENDITURE DETAIL

		ACTUAL FY13/14	ACTUAL FY14/15	BUDGET FY15/16	proposed BUDGET FY16/17
Personal Services:	FTE's	1.15	1.15	1.15	1.95
110	Salaries and payroll costs	\$56,305	\$59,237	\$62,551	\$89,153
111	Seasonal Salaries	\$44,082	\$40,921	\$49,778	\$41,906
153	Health Insurance	\$14,360	\$12,732	\$19,032	\$25,922
155	Retirement	\$6,213	\$6,401	\$6,472	\$10,046
	Subtotal	\$120,959	\$119,291	\$137,833	\$167,027
Maintenance & Operations:					
221	Safety Equipment (ear plugs, masks, glasses etc)	\$675	\$0	\$350	\$350
229	Other Supplies (fertilizer, weed spray, seed, paint)	\$9,068	\$12,254	\$14,500	\$15,500
231	Gas	\$9,977	\$10,514	\$10,200	\$10,500
241	Consumable Tools (weed eaters)	\$947	\$1,612	\$1,500	\$1,500
341	Electricity	\$6,563	\$8,019	\$7,700	\$7,700
345	Telephone & Communications	\$136	\$133	\$175	\$175
354	Contract Services - pump & pest management	\$693	\$0	\$1,000	\$1,000
355	Contract Services - asphalt resurfacing & paint parking				\$15,000
362	Equipment Maintenance	\$268	\$209	\$600	\$600
364	Landscape, Flowers & gardens	\$20,061	\$27	\$400	\$600
367	Vandalism Repairs	\$0	\$198	\$500	\$500
373	Dues & Training	\$211	\$310	\$300	\$500
395	Rental Equipment	\$0	\$142	\$150	\$150
420	Metal /Wood Products/Fencing	\$0	\$0	\$300	\$300
440	Irrigation	\$3,313	\$3,465	\$4,000	\$4,000
452	Gravel/Sand	\$696	\$126	\$1,000	\$1,000
610/620	Debt Service - Mower	\$14,640	\$14,778	\$14,869	\$0
	Subtotal	\$67,247	\$51,787	\$57,544	\$59,375
Capital Outlay:					
940	Equipment - Sand Pro groomer	\$0	\$0	\$0	\$24,000
	Total	\$188,206	\$171,078	\$195,377	\$250,402

RECREATION/SPORTS ACCOUNT # 2215-436

PURPOSE OF THIS DEPARTMENT: Why does this department exist?

The purpose of the Recreation Department is to provide affordable recreational and sports programs to encourage educational opportunities and promote healthy life styles.

DEPARTMENT PERSONNEL: (1.6 FTE) Recreation shares personnel costs of the Parks and Recreation Director, Recreation Superintendent and two Recreation Programmers.

GOALS OF THIS DEPARTMENT: What are the departmental goals that support the purpose?

1. Provide free recreational activities such as: Picnic in the Park, Art Walk, Santa's Calling and NFL's Punt, Pass and Kick.
2. Provide year round affordable sports activities for pre-Adolescent youth, to introduce the basics of the sport, assist with learning skills, while promoting physical activity in a fun non-competitive atmosphere.
3. Provide year round community oriented recreational and special event opportunities, encompassing a diverse and wide range of interests.
4. Develop new recreation and sports programming based on current trends and customer requests.

INTENDED OUTCOMES FROM BUDGET EXPENDITURES

The Recreation FY 2017 budget focuses on maintaining and developing recreational programming and youth sports such as: Picnic in the Park, Doggie Dayz, Valentine's Dance, Art Walk, Santa's Calling, Little Dribblers and Squirts Basketball, Runnin' Rascals Football, and Indoor and Outdoor Soccer.

RECREATION/SPORTS & SPECIAL EVENTS

FUND: 2215-436-460431

EXPENDITURE DETAIL

		ACTUAL FY13/14	ACTUAL FY14/15	BUDGET FY15/16	proposed BUDGET FY16/17
Personal Services:	FTE's	1.6	1.6	1.6	1.6
110 Salaries and payroll costs		\$88,401	\$93,214	\$76,816	\$81,678
111 Seasonal Salaries		\$13,420	\$11,621	\$8,244	\$8,285
112 Severance		\$3,552	\$11,904	\$15,000	\$0
153 Health Insurance		\$22,531	\$22,530	\$23,280	\$23,906
155 Retirement		\$6,675	\$7,957	\$6,373	\$6,705
Subtotal		\$134,578	\$147,226	\$129,713	\$120,573
Maintenance & Operations:					
218 Donated Items		\$3,765	\$0	\$0	\$0
229 Other Supplies		\$10,456	\$9,245	\$8,264	\$9,435
231 Gas		\$91	\$669	\$500	\$590
320 Printing & Advertising		\$7,909	\$9,643	\$10,500	\$10,800
345 Telephone, Communications & Social Media Archive		\$549	\$240	\$240	\$1,661
354 Contract Services		\$20,504	\$20,553	\$18,632	\$19,093
355 On Line Registration		\$661	\$330	\$0	\$0
357 Music Franchise Fees		\$973	\$994	\$1,000	\$1,100
373 Dues & Training		\$845	\$523	\$600	\$728
Subtotal		\$45,753	\$42,197	\$39,736	\$43,407
Total		\$180,331	\$189,423	\$169,449	\$163,980

<p style="text-align: center;">YOUTH CAMPS ACCOUNT # 2215-436</p>

PURPOSE OF THIS DEPARTMENT: Why does this department exist?

The purpose of the Youth programs is to offer children a quality experience in a safe, supervised, active environment when school is not in session.

DEPARTMENT PERSONNEL: (1.5 FTE) Youth Camps shares personnel costs (with Recreation/Sports budget) of the Recreation Superintendent and two Recreation Programmers.

GOALS OF THIS DEPARTMENT: What are the departmental goals that support the purpose?

1. To provide affordable out of school programs for parents.
2. To provide an enriching and positive atmosphere.
3. To provide appropriate activities that develop cognitive, social, physical and emotional outcomes.
4. To continue to partner with School District #5 to provide healthy snacks and/or meals to meet participants nutritional needs.

INTENDED OUTCOMES FROM BUDGET EXPENDITURES:

The Youth Camp FY 2016/17 budget focuses on meeting the federally and state mandated daycare standards for adult to child ratio to ensure safety and quality staffing, while providing a variety of stimulating field trips and physical and cultural activities to promote emotional and physical growth of our participants.

YOUTH CAMPS

FUND: 2215-436-460448

EXPENDITURE DETAIL

		ACTUAL FY13/14	ACTUAL FY14/15	BUDGET FY15/16	proposed BUDGET FY16/17
Personal Services:	FTE's	1.5	1.5	1.5	1.5
110	Salaries and payroll costs	\$67,415	\$67,259	\$61,207	\$72,793
111	Salaries-seasonal	\$129,894	\$132,364	\$126,562	\$136,855
121	Overtime	\$587	\$186	\$300	\$300
153	Health Insurance	\$16,119	\$12,463	\$24,363	\$22,953
155	Retirement	\$4,866	\$4,909	\$6,443	\$6,424
	Subtotal	\$218,880	\$217,181	\$218,876	\$239,325
Maintenance & Operations:					
224	Janitorial supplies (Daycamp facility)	\$0	\$72	\$400	\$400
229	Other Supplies	\$3,769	\$3,615	\$3,800	\$3,600
231	Gas	\$0	\$0	\$500	\$300
320	Printing & Advertising	\$190	\$98	\$150	\$100
345	Telephone, Communications & Social Media Archive	\$401	\$418	\$620	\$765
354	Contracted Services	\$13,084	\$13,655	\$16,710	\$13,000
355	After School program expenses	\$4,533	\$2,280	\$800	\$800
356	Bank Fees/Credit Card Charges	\$3,939	\$3,722	\$3,900	\$3,900
357	Out of School Times Program Grant	\$0	\$2,368	\$20,000	\$0
373	Dues & Training	\$501	\$336	\$500	\$800
	Subtotal	\$26,417	\$26,564	\$47,380	\$23,665
	Total	\$245,297	\$243,745	\$266,256	\$262,990

AQUATICS FACILITY ACCOUNT # 2215-437

PURPOSE OF THIS DEPARTMENT: Why does this department exist?

The purpose of the aquatics facility is to provide our community a safe, affordable waterpark for skill developing programs, exercise and family fun filled special events for all ages.

DEPARTMENT PERSONNEL: Seasonal Labor

GOALS OF THIS DEPARTMENT: What are the departmental goals that support the purpose?

1. To provide an affordable aquatic recreational opportunities for our community.
 2. To provide safe and fun aquatic programs.
 3. Offer a healthy lifestyle alternative.
-

INTENDED OUTCOMES FROM BUDGET EXPENDITURES:

To support and benefit the general operation and ensure safe activities at the aquatic facility for FY 2017, while addressing necessary building and amenities repairs and improvements to decrease city liability.

The FY 2017 budgeted funds will be utilized for necessary shower upgrades, replacement of expired VGB grate(s), a failing entry grate into the activity pool and purchase replacement pumps and filters identified as immediate needs. We will also replace broken deck chairs (10 each lounge and upright) and 24 tubes for the Lazy River.

AQUATICS FACILITY

FUND: 2215-437-460445

EXPENDITURE DETAIL

	ACTUAL FY13/14	ACTUAL FY14/15	BUDGET FY15/16	proposed BUDGET FY16/17
Personal Services:				
111 Seasonal Salaries	\$177,134	\$168,139	\$190,325	\$190,325
112 Severance	\$0	\$0	\$0	\$2,535
121 Overtime	\$1,168	\$49	\$500	\$500
155 Retirement	\$1,144	\$1,150	\$1,500	\$1,500
Subtotal	\$179,445	\$169,338	\$192,325	\$194,860
Maintenance & Operations:				
210 Office Supplies/printing/equip	\$296	\$446	\$400	\$400
224 Janitorial Supplies, safety equipment	\$1,560	\$1,822	\$2,000	\$2,200
226 Chlorine & Chemicals	\$16,387	\$27,211	\$23,000	\$25,000
228 Concession stand	\$20,434	\$20,389	\$20,000	\$21,000
229 Other Supplies, consumable tools,	\$4,191	\$3,158	\$5,000	\$4,500
341 Electricity	\$8,829	\$8,565	\$10,000	\$9,500
344 Natural Gas	\$21,395	\$23,142	\$25,000	\$25,000
345 Security Cameras / Telephones/Internet	\$1,607	\$1,762	\$1,500	\$1,620
354 Licenses & Fees	\$1,149	\$911	\$1,300	\$1,300
356 Bank Fees/CC Charges	\$0	\$0	\$0	\$1,200
362 Equipment/Building Maintenance	\$12,631	\$8,428	\$34,000	\$14,600
380 Training Materials	\$970	\$1,065	\$800	\$1,800
Subtotal	\$89,449	\$96,899	\$123,000	\$108,120
Total Pool Budget	\$268,894	\$266,237	\$315,325	\$302,980

FORESTRY ACCOUNT # 2600-436
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PURPOSE OF THIS DEPARTMENT: Why does this department exist?

The purpose of Kalispell's Urban Forestry is to administer, maintain, protect and expand the City's urban landscape on public properties for Kalispell's residents and businesses so that economic, environmental, safety and aesthetic benefits are maximized.

DEPARTMENT PERSONNEL: (1.80 FTE) Forestry shares personnel costs of Parks and Recreation Director, Parks Superintendent, Parks Foreman, Administrative Specialist, Assessment Coordinator and 5 Park Caretakers.

GOALS OF THIS DEPARTMENT: What are the departmental goals that support the purpose?

Maintain over 7950 trees in public right-of-ways by providing pruning, planting and removal tree services.

Provide education on the importance and benefits of trees in the community through events such as Arbor Day.

Increase partnerships that benefit urban forestry.

Continue inventorying trees not yet inventoried, as well as continually updating current tree inventory as work is completed.

INTENDED OUTCOMES FROM BUDGET EXPENDITURES:

The 2017 Urban Forestry budget will focus on increasing seasonal staff to assist with summer tree maintenance (watering, tree inventory, small tree train pruning). Contracted services and in-house crews will be utilized to begin to address our critical high priority tree deferred maintenance removals and pruning hazards. Staff will also address any remaining DED elms that need removal. Budget includes a purchase of a new chipper to replace the current 23 year old piece of equipment with 5,700 hours on it.

FORESTRY

FUND: 2600-436-460433; 460435

PROJECTED REVENUE AND FUND SUMMARY

	ACTUAL FY14/15	BUDGET FY15/16	estimated ACTUAL FY15/16	proposed BUDGET FY16/17
2600 FORESTRY OPERATIONS				
<u>BEGINNING CASH</u>				
10100 CASH	\$89,396	\$143,826	\$143,826	\$139,631
<u>REVENUES</u>				
331125 USDA FS GRANT - CFDA # 10.664	\$8,100	\$2,900	\$5,900	\$0
334121 Arbor Day Grant/ forestry charges	\$5,750	\$750	\$750	\$750
334125 Forestry Program Dev	\$0	\$10,000	\$9,900	\$13,100
363010 Assessments	\$211,169	\$210,000	\$213,000	\$210,000
363040 P. & I. on Assessments	\$522	\$500	\$257	\$250
364030 Misc Revenue/Insurance Reimb	\$8,335	\$0	\$0	\$0
365010 Arbor day Sponsors/Other Misc.	\$5,056	\$450	\$100	\$0
381050 Inception Lease (chip truck)	\$0	\$45,000	\$34,498	\$40,000
371010 Investment Earnings	\$1,217	\$1,000	\$1,400	\$1,500
Total Revenue from operations	\$240,149	\$270,600	\$265,805	\$265,600
Total Available	\$329,545	\$414,426	\$409,631	\$405,231
<u>EXPENDITURES</u>				
Urban Forestry operations	\$185,719	\$291,679	\$270,000	\$317,933
<u>ENDING CASH</u>				
CASH	\$143,826	\$122,747	\$139,631	\$87,298
2601 DEVELOPER'S TREES				
<u>BEGINNING CASH</u>				
10100 CASH	\$92,282	\$94,052	\$94,052	\$99,002
<u>REVENUES</u>				
346080 Developer charges	\$4,130	\$0	\$5,600	\$0
Total available	\$96,412	\$94,052	\$99,652	\$99,002
<u>EXPENDITURES</u>				
Contract Services - Trees & 5% admin	\$2,360	\$94,052	\$650	\$99,002
<u>ENDING CASH</u>				
Cash carry over	\$94,052	\$0	\$99,002	\$0

FORESTRY

FUND: 2600-436-460433; 460435

EXPENDITURE DETAIL

		ACTUAL FY13/14	ACTUAL FY14/15	BUDGET FY15/16	proposed BUDGET FY16/17
460433	Personal Services:				
	FTE's	2.85	1.80	1.80	2.00
110	Salaries and payroll costs	\$122,028	\$92,794	\$101,667	\$107,421
111	Seasonal	\$0	\$5,757	\$7,658	\$25,731
112	Severance	\$3,552	\$0	\$0	\$0
121	Overtime	\$13	\$0	\$300	\$300
153	Health Insurance	\$27,807	\$18,808	\$22,404	\$24,764
155	Retirement	\$8,869	\$7,203	\$7,431	\$9,713
	Subtotal	\$162,271	\$124,562	\$139,460	\$167,929
	Maintenance & Operations:				
229	Office supplies /Other Supplies	\$190	\$138	\$200	\$600
231	Gas	\$1,595	\$1,308	\$1,500	\$4,500
241	Tools / Small Equipment /Safety equip	\$518	\$1,178	\$1,500	\$4,500
354	Contract Services	\$6,512	\$20,000	\$45,000	\$35,000
357	FORESTRY Grant	\$2,000	\$0	\$10,000	\$8,000
358	Dutch Elm/EAB Disease	\$1,099	\$1,442	\$6,750	\$6,750
362	Equipment Maintenance/equip rental	\$511	\$497	\$700	\$4,000
364	Trees	\$260	\$6,283	\$4,000	\$8,000
373	Dues & Training	\$633	\$357	\$1,000	\$2,000
510	Liability & Property Insurance	\$3,344	\$1,924	\$2,500	\$1,500
522	Administrative Transfer	\$8,389	\$9,403	\$8,624	\$8,272
528	Information Technology Transfer	\$1,825	\$2,858	\$4,120	\$4,171
521	Central Garage Transfer	\$6,015	\$7,264	\$7,325	\$6,711
610/620	Principal & Interest (stumper & chiptruck)	\$8,473	\$8,505	\$14,000	\$16,000
	Subtotal	\$41,364	\$61,157	\$107,219	\$110,004
	Capital Outlay:				
940	Chipper	\$0	\$0	\$45,000	\$40,000
	Total	\$203,635	\$185,719	\$291,679	\$317,933
	2601 Developer's Trees:				
460435					
354	Contract Services	\$7,560	\$2,360	\$94,052	\$99,002
	Contract services	\$7,560	\$2,360	\$94,052	\$99,002

SPECIAL REVENUE FUNDS

Page	Fund	Dept	<u>COMMUNITY DEVELOPMENT</u>	
35	2880		CD Revolving Loan	\$ 152,000
36	2881		CD Revolving Loan #2	\$ 150,000
37-38	2886		CD Miscellaneous	\$ 342,517
39	2887		Rural Development Revolving Loan	\$ 172,075
40	2888		Rural Development Revolving Loan	\$ 120,025
41	2955		EPA Brownfields Revolving Loan	\$ 588,907
42	2991		Tiger Grant	\$ 10,000,000
43	2994		Kidsport Grant	\$ 2,152,726
				<u>\$ 13,678,250</u>

COMMUNITY DEVELOPMENT-REVOLVING FUND

FUND: 2880-480-470210

PROJECTED REVENUE AND FUND SUMMARY

		ACTUAL FY14/15	BUDGET FY15/16	estimated ACTUAL FY15/16	proposed BUDGET FY16/17
<u>BEGINNING CASH</u>					
10100	Cash, Operating	\$286,075	\$138,485	\$138,485	\$155,490
10162	Cash, Reserve for investment (S&C)	\$36,922	\$37,242	\$37,242	\$46,514
		<u>\$322,997</u>	<u>\$175,727</u>	<u>\$175,727</u>	<u>\$202,004</u>
<u>REVENUES</u>					
	PPD ADJ - 2881 FY14/2887-2888 FY15	(\$151,706)	\$0	\$0	\$0
345010	Application/Origination Fee	\$200	\$0	\$0	\$0
373020	Loan Proceeds/Principal	\$23,790	\$20,126	\$20,126	\$19,073
373010	Loan Proceeds/-Interest	\$5,519	\$5,224	\$5,224	\$4,523
371010	Interest Earnings (inc S&C interest)	\$3,398	\$1,500	\$2,000	\$2,000
	Total Revenue	<u>(\$118,799)</u>	<u>\$26,850</u>	<u>\$27,350</u>	<u>\$25,596</u>
	Total Available	<u>\$204,198</u>	<u>\$202,577</u>	<u>\$203,077</u>	<u>\$227,600</u>
<u>EXPENDITURES</u>					
353	Auditing	\$1,370	\$1,370	\$1,000	\$1,000
354	Contract Services	\$0	\$1,340	\$67	\$1,000
711	Redevelopment	\$27,101	\$100,000	\$6	\$150,000
	Total Expenditures	<u>\$28,471</u>	<u>\$102,710</u>	<u>\$1,073</u>	<u>\$152,000</u>
<u>ENDING CASH</u>					
10100	Cash, Operating	\$138,485	\$62,625	\$155,490	\$29,086
10162	Cash, Reserve for investment	\$37,242	\$37,242	\$46,514	\$46,514
	Total Cash	<u>\$175,727</u>	<u>\$99,867</u>	<u>\$202,004</u>	<u>\$75,600</u>

PROGRAM DESCRIPTION

This is a fund established in 2005 that consolidates "all" of the various loan types the Department has in existence or will be starting. Each type of loan activity has its own line item number and can be easily identified for the audit or monitoring.

COMMUNITY DEVELOPMENT-REVOLVING FUND #2

FUND: 2881-480-470210

PROJECTED REVENUE AND FUND SUMMARY

		ACTUAL FY14/15	BUDGET FY15/16	estimated ACTUAL FY15/16	proposed BUDGET FY16/17
<u>BEGINNING CASH</u>					
10100	Cash, Operating	\$111,417	\$138,794	\$138,794	\$167,194
		<hr/>	<hr/>	<hr/>	<hr/>
		\$111,417	\$138,794	\$138,794	\$167,194
<u>REVENUES</u>					
373020	Loan Proceeds/Principal	\$14,956	\$15,527	\$15,527	\$16,253
373010	Loan Proceeds/-Interest	\$12,544	\$11,973	\$11,973	\$11,247
371010	Interest Earnings	\$877	\$500	\$900	\$1,000
	Total Revenue	<hr/>	<hr/>	<hr/>	<hr/>
		\$28,377	\$28,000	\$28,400	\$28,500
	Total Available	<hr/>	<hr/>	<hr/>	<hr/>
		\$139,794	\$166,794	\$167,194	\$195,694
<u>EXPENDITURES</u>					
353	Auditing	\$1,000	\$1,000	\$0	\$0
711	Redevelopment	\$0	\$150,000	\$0	\$150,000
	Total Expenditures	<hr/>	<hr/>	<hr/>	<hr/>
		\$1,000	\$151,000	\$0	\$150,000
<u>ENDING CASH</u>					
10100	Cash, Operating	\$138,794	\$15,794	\$167,194	\$45,694
	Total Cash	<hr/>	<hr/>	<hr/>	<hr/>
		\$138,794	\$15,794	\$167,194	\$45,694

Community Development - Miscellaneous

FUND: 2886-480-470210

PROJECTED REVENUE AND FUND SUMMARY

	ACTUAL FY14/15	BUDGET FY15/16	estimated ACTUAL FY15/16	proposed BUDGET FY16/17
<u>BEGINNING CASH</u>				
10100 CASH: operating	\$260,828	\$257,052	\$257,052	\$251,028
10150 CASH: Old School Redevelopment	\$0	\$369,184	\$369,184	\$234,930
<u>REVENUES</u>				
331018 CDBG Program-Senior Center CFDA#14.228	\$29,613	\$30,000	\$0	\$0
371010 Interest/Misc.	\$2,071	\$1,300	\$3,900	\$2,000
373070 Principal payments (Big Sky Manor)	\$7,761	\$8,024	\$8,024	\$8,399
373010 Interest from Loans (Big Sky Manor)	\$2,060	\$1,798	\$1,798	\$1,422
Reimburse from Old School TIFs	\$327,649	\$70,000	\$70,000	\$50,000
Loan from General Fund (Old School Station)	\$1,300,000	\$0	\$0	\$0
Total Revenue	\$1,669,154	\$111,122	\$83,722	\$61,821
Total Available	\$1,929,982	\$737,358	\$709,958	\$547,779
<u>EXPENDITURES</u>				
M & O	\$45,281	\$70,795	\$11,000	\$42,517
Redevelopment/Grants	\$1,258,465	\$350,000	\$213,000	\$300,000
Total Expenditures	\$1,303,746	\$420,795	\$224,000	\$342,517
<u>ENDING CASH</u>				
10100 CASH: operating	\$257,052	\$77,379	\$251,028	\$120,332
10150 CASH: Old School Redevelopment	\$369,184	\$239,184	\$234,930	\$84,930

Community Development - Miscellaneous

FUND: 2886-480-470210

EXPENDITURE DETAIL

	ACTUAL FY13/14	ACTUAL FY14/15	BUDGET FY15/16	proposed BUDGET FY16/17
Materials and Services:				
211 Grant Administration Expenses/project exp	\$0	\$0	\$2,000	\$2,000
353 Auditing	\$0	\$0	\$1,500	\$1,000
355 CDBG Senior Center	\$0	\$29,613	\$30,000	\$0
373 Dues & Training	\$0	\$0	\$2,000	\$2,000
379 Meetings	\$0	\$0	\$1,000	\$1,000
396 Studies/Surveys & marketing	\$0	\$9,635	\$25,000	\$25,000
522 Administrative Transfers	\$0	\$2,000	\$4,000	\$2,000
528 Information Tech. Transfers	\$0	\$2,858	\$4,120	\$8,342
532 Office Rent new bldg	\$0	\$1,175	\$1,175	\$1,175
Total Materials & Services	\$0	\$45,281	\$70,795	\$42,517
Redevelopment:				
620 Interest - Old School (from General Fund)	\$0	\$0	\$0	\$16,250
790 Redevelopment Activity	\$0	\$0	\$150,000	\$100,000
795 Old School Lot Purchase FY15/Assessment Payments FY16&17		\$1,258,465	\$200,000	\$183,750
Total Grants & Housing	\$0	\$1,258,465	\$350,000	\$283,750
GRAND TOTALS	\$0	\$1,303,746	\$420,795	\$342,517

RURAL DEVELOPMENT LOAN REVOLVING #61-01

FUND: 2887-480-470210

PROJECTED REVENUE AND FUND SUMMARY

		ACTUAL FY14/15	BUDGET FY15/16	estimated ACTUAL FY15/16	proposed BUDGET FY16/17
<u>BEGINNING CASH</u>					
10100	CASH: operating	\$73,907	\$194,629	\$194,629	\$231,640
10140	CASH: loan loss reserve	\$22,009	\$22,009	\$22,009	\$25,300
	Total Cash	\$95,916	\$216,638	\$216,638	\$256,940
<u>REVENUES</u>					
	PPA - fm 2880 matching loans	\$79,161	\$0	\$0	\$0
345010	Application/Origination Fees	\$0	\$500	\$0	\$500
373010	Loan Interest	\$22,192	\$20,366	\$20,366	\$18,378
371010	Other Interest	\$451	\$400	\$400	\$400
373030	Principal	\$41,002	\$41,662	\$41,662	\$43,644
	Total Revenue	\$142,806	\$62,928	\$62,428	\$62,922
	Amount Available	\$238,722	\$279,566	\$279,066	\$319,862
<u>EXPENDITURES</u>					
	Redevelopment Activity	\$10	\$150,000	\$51	\$150,000
	Principal	\$17,912	\$18,092	\$18,092	\$18,272
	Interest	\$4,162	\$3,983	\$3,983	\$3,803
	Total Expenditure	\$22,084	\$172,075	\$22,126	\$172,075
<u>ENDING CASH</u>					
10100	CASH: operating	\$194,629	\$82,191	\$231,640	\$122,487
10140	CASH: loan loss reserve (6% o/s loans principal)	\$22,009	\$25,300	\$25,300	\$25,300
		\$216,638	\$107,491	\$256,940	\$147,787

PROGRAM DESCRIPTION

The purpose of the Revolving Loan Fund (RLF) is to provide gap financing or business retention, expansion or start-up with the focus on job creation. Funding Sources for the RLF come from possible CDBG Economic Development Grants, TIF, Rural Development Intermediary relending Program (IRP) funds and the Community Development Revolving Loan Fund. The department was successful in writing a Rural Development (RD) grant application for \$520,000 from the RD Intermediary Relending Program (IRP) on 10/12/04.

RURAL DEVELOPMENT LOAN REVOLVING #61-03

FUND: 2888-480-470210

PROJECTED REVENUE AND FUND SUMMARY

		ACTUAL FY14/15	BUDGET FY15/16	estimated ACTUAL FY15/16	proposed BUDGET FY16/17
<u>BEGINNING CASH</u>					
10100	CASH: operating	\$94,214	\$179,998	\$179,998	\$190,198
10140	CASH: loan loss reserve	\$10,845	\$10,137	\$10,137	\$10,000
	Total Cash	\$105,059	\$190,135	\$190,135	\$200,198
<u>REVENUES</u>					
	PPA - fm 2880 matching loans	\$72,546	\$0	\$0	\$0
373010	Loan Interest	\$10,418	\$10,041	\$10,041	\$9,466
371010	Other Interest	\$329	\$250	\$334	\$250
373030	Principal	\$11,808	\$9,713	\$9,713	\$10,286
	Total Revenue	\$95,101	\$20,004	\$20,088	\$20,002
	Amount Available	\$200,160	\$210,139	\$210,223	\$220,200
<u>EXPENDITURES</u>					
610	Principal Repayment to IRP 61-03	\$0	\$0	\$0	\$8,135
620	Interest Repayment to IRP 61-03	\$10,025	\$10,250	\$10,025	\$1,890
750	Redevelopment Activity	\$0	\$110,000	\$0	\$110,000
	Total Expenditures	\$10,025	\$120,250	\$10,025	\$120,025
<u>ENDING CASH</u>					
10100	CASH: operating	\$179,998	\$79,889	\$190,198	\$90,175
10140	CASH: loan loss reserve (6% of o/s prin of loans)	\$10,137	\$10,000	\$10,000	\$10,000
		\$190,135	\$89,889	\$200,198	\$100,175

PROGRAM DESCRIPTION

The purpose of the Revolving Loan Fund (RLF) is to provide gap financing or business retention, expansion or start-up with the focus on job creation. Funding sources for the RLF come from possible CDBG Economic Development Grants, TIF, Rural Development Intermediary relending Program (IRP) funds and the Community Development Revolving Loan Fund. The department was successful in writing a Rural Development (RD) grant application on 11/27/06 from the RD Intermediary Relending Program (IRP) of which \$257,500 was used.

EPA BROWNFIELDS REVOLVING LOAN FUND

FUND: 2955-480-470210

PROJECTED REVENUE AND FUND SUMMARY

	ACTUAL FY14/15	BUDGET FY15/16	estimated ACTUAL FY15/16	proposed BUDGET FY16/17
<u>BEGINNING CASH</u>				
10100 Cash	\$0	\$100,500	\$100,500	\$100,500
<u>REVENUE</u>				
331090 EPA Funding	\$158,376	\$710,213	\$221,807	\$488,407
Loan Principal and Interest	\$100,500			
Total Revenue	\$258,876	\$710,213	\$221,807	\$488,407
Total Available	\$258,876	\$810,713	\$322,307	\$588,907
<u>EXPENDITURES</u>				
470210 PETROLEUM				
229 Supplies	\$0	\$908	\$0	\$908
352 Personnel	\$0	\$3,505	\$0	\$3,505
353 Fringes	\$0	\$493	\$0	\$493
354 Contracted Services	\$3,612	\$1,605	\$0	\$1,488
373 Travel	\$0	\$35	\$0	\$35
720 Loans	\$3,436	\$62,354	\$0	\$62,354
721 Subgrants	\$0	\$100,000	\$0	\$100,000
725 Revolved Funds	\$0	\$100,500	\$0	\$100,500
470215 HAZARDOUS SUBSTANCES				
229 Supplies	\$0	\$2,458	\$0	\$1,158
354 Contracted Services	\$60,335	\$9,921	\$0	\$88
373 Travel	\$290	\$5,961	\$2,184	\$3,778
720 Loans	\$0	\$314,600	\$0	\$314,600
721 Subgrants (FC Jail Project)	\$90,703	\$208,373	\$219,623	\$0
	\$158,376	\$810,713	\$221,807	\$588,907
<u>ENDING CASH</u>				
Cash	\$100,500	\$0	\$100,500	\$0

PROGRAM DESCRIPTION

The City has been awarded \$1,000,000 for a Brownfields Revolving Loan Program accepted 6/20/11.

2991 TIGER GRANT

FUND: 2991-480-470245

PROJECTED REVENUE AND FUND SUMMARY

	proposed BUDGET FY16/17
<u>BEGINNING CASH</u>	
CASH: operating	\$0
<u>REVENUES</u>	
331055 Tiger Grant \$10,000,000	
365020 FCEDA Contribution	
365021 BN Contribution	
365022 New Market Tax Credits	
383000 Transfer from Westside TIF	
Total Revenue from sources	\$10,000,000
Total Available	\$10,000,000
<u>EXPENDITURES</u>	
790 Redevelopment	\$10,000,000
Total Expenditures	\$10,000,000
<u>ENDING CASH</u>	
CASH: operating	\$0

PROGRAM DESCRIPTION

The City of Kalispell was awarded a \$10 million Transportation Income Generating Economic Recovery (TIGER) grant from U.S. Department of Transportation for the Kalispell Core and Rail Redevelopment Project. The project begins with the construction of a rail park at a reclaimed gravel pit, then relocating rail served businesses to the rail park and converting the old rail line through Kalispell into a bike and pedestrian trail and opening up a number of north and south connection streets that are currently blocked by the rail line.

2994 KIDSPORTS GRANT

FUND: 2994-436-460436

PROJECTED REVENUE AND FUND SUMMARY

	proposed BUDGET FY16/17
<u>BEGINNING CASH</u>	
CASH: operating	\$0
<u>REVENUES</u>	
334012 KIDSPORTS Grant \$1,412,000	\$1,412,000
365020 KIDSPORTS Match	\$740,726
Total Available	<u>\$2,152,726</u>
<u>EXPENDITURES</u>	
930 Capital Improvements	\$2,152,726
	<u>\$2,152,726</u>
<u>ENDING CASH</u>	
CASH: operating	<u>\$0</u>

PROGRAM DESCRIPTION

The purpose of this grant, from the Montana Department of Commerce, is to provide funding for the infrastructure necessary to support the development of eight new playing fields at the Kidsports facility. This includes irrigation, water main extension, sewer system extension, stormwater management system and access roads including parking lot areas and approach connections approved by the Department under the Youth Recreational Facilities Grants Program.

SPECIAL REVENUE FUNDS

Page	Fund	Dept	<u>TIFS & OTHER</u>	
44-45	2185		Airport TIF	\$ 1,785,608
46-47	2188		Westside TIF	\$ 4,095,681
48	2310		Old School Tech TIF	\$ 57,500
49	2311		Old School Industrial TIF	\$ 15,000
50	2372		Health	\$ 992,000
				<u>\$ 6,945,789</u>

AIRPORT TAX INCREMENT DISTRICT "B"

FUND: 2185-000-430300/470240/460430

PROJECTED REVENUE AND FUND SUMMARY

	ACTUAL FY14/15	BUDGET FY15/16	estimated ACTUAL FY15/16	proposed BUDGET FY16/17
<u>BEGINNING CASH</u>				
10100 Cash	\$603,039	\$963,930	\$963,930	\$1,430,053
Total Beginning Cash	\$603,039	\$963,930	\$963,930	\$1,430,053
<u>REVENUES</u>				
335230 State Entitlement	\$42,671	\$42,671	\$42,671	\$42,671
371010 Investment Revenue	\$4,659	\$4,500	\$7,000	\$9,000
383001 Transfer from Debt Service	\$450,000	\$450,000	\$450,000	\$500,000
Total Revenue	\$497,330	\$497,171	\$499,671	\$551,671
Total Available	\$1,100,369	\$1,461,101	\$1,463,601	\$1,981,724
<u>EXPENDITURES</u>				
Personal Services	\$19,548	\$23,274	\$23,274	\$24,765
M & O and Redevelopment	\$116,891	\$1,260,274	\$10,274	\$1,760,843
Total Expenditures	\$136,439	\$1,283,548	\$33,548	\$1,785,608
<u>ENDING CASH</u>				
Cash Carry Over	\$963,930	\$177,553	\$1,430,053	\$196,116

PROGRAM DESCRIPTION

Bonds sold in September 2005 required that all taxes be deposited in the debt service fund. The same will be true of any additional bonds sold for the redevelopment of the airport. Once debt service obligations are met, funds remaining can be transferred to this fund for use with other approved projects.

AIRPORT TAX INCREMENT DISTRICT

FUND: 2185-000-430300/470240/460430

EXPENDITURE DETAIL

			ACTUAL FY13/14	ACTUAL FY14/15	BUDGET FY15/16	proposed BUDGET FY16/17
480						
470240	Personal Services:	FTE's	0.33	0.35	0.35	0.35
110	Salaries		\$15,001	\$15,938	\$19,067	\$20,256
153	Health		\$2,067	\$2,365	\$2,721	\$2,935
155	Retirement		\$1,115	\$1,201	\$1,438	\$1,526
	Subtotal		\$18,184	\$19,504	\$23,226	\$24,717
345	Telephone & Communication		\$0	\$44	\$48	\$48
	Subtotal		\$0	\$44	\$48	\$48
000						
430300	Airport					
353	Auditing		\$1,600	\$1,600	\$1,600	\$1,600
356	Legal Survey/title search/appraisals/ contract services		\$4,000	\$0	\$0	\$0
522	Administrative transfer		\$7,831	\$8,646	\$8,674	\$9,243
840	Redevelopment activity		\$924	\$106,645	\$1,250,000	\$1,750,000
	Subtotal		\$14,355	\$116,891	\$1,260,274	\$1,760,843
	Total		\$32,539	\$136,439	\$1,283,548	\$1,785,608

WESTSIDE TAX INCREMENT DISTRICT "C"

FUND: 2188

PROJECTED REVENUE AND FUND SUMMARY

	ACTUAL FY14/15	BUDGET FY15/16	estimated ACTUAL FY15/16	proposed BUDGET FY16/17
<u>BEGINNING CASH</u>				
10100 Operating	\$3,165,679	\$4,008,568	\$4,008,568	\$4,021,965
Total Cash	\$3,165,679	\$4,008,568	\$4,008,568	\$4,021,965
<u>REVENUES</u>				
311100 Real Estate Taxes	\$835,159	\$0	\$8,957	\$0
311200 Personal Property Taxes	\$9,248	\$8,500	\$21,886	\$20,000
312000 Penalty & Interest	\$1,115	\$400	\$800	\$0
335230 HB 124 Entitlement	\$243,128	\$244,000	\$243,128	\$243,128
341015 Developer payment-Depot Place Apt	\$11,320	\$6,500	\$8,461	\$8,500
365015 FCEDA Contributions to Tiger Grant	\$0	\$0	\$2,165	\$0
371010 Investment Earnings	\$24,168	\$21,000	\$28,000	\$30,000
Total Revenue	\$1,124,138	\$280,400	\$313,397	\$301,628
Total Available	\$4,289,817	\$4,288,968	\$4,321,965	\$4,323,593
<u>EXPENDITURES</u>				
Loan Revolving Funds	\$0	\$1,500,000	\$0	\$0
Distribution or Redevelopment	\$281,249	\$2,585,448	\$300,000	\$4,095,681
Total Expenditures	\$281,249	\$4,085,448	\$300,000	\$4,095,681
<u>ENDING CASH</u>				
Operating	\$4,008,568	\$203,520	\$4,021,965	\$227,912

PROGRAM DESCRIPTION

The Westside Urban Renewal District was created to help redevelop the Gateway Mall area and assist with the Storm drainage problems in the area.

Ordinance 1704 expanded and extended the life of the Westside Urban Renewal District for 25 years with the sale of an Urban Renewal Note in the amount of \$500,000 to Rocky Mountain Bank. The District has since been expanded to include the Core Area Redevelopment Boundary.

WESTSIDE TAX INCREMENT DISTRICT

FUND: 2188

EXPENDITURE DETAIL

		ACTUAL FY13/14	ACTUAL FY14/15	BUDGET FY15/16	proposed BUDGET FY16/17
COMMUNITY DEVELOPMENT					
Personal Services	FTE'S	0.66	0.66	0.66	0.65
480-470230					
110	Salaries-Admin	\$34,006	\$34,246	\$39,760	\$43,983
153	Health	\$4,410	\$4,519	\$5,161	\$5,558
155	Retirement	\$2,535	\$2,582	\$2,989	\$3,337
	Subtotal	\$40,951	\$41,347	\$47,910	\$52,877
353	Audit	\$2,000	\$2,000	\$2,000	\$2,000
354	Contract services	\$158	\$189	\$0	\$5,000
840	Transfer to debt service Fund 3188	\$32,520	\$32,000	\$32,340	\$32,340
522	Administrative Transfer	\$2,813	\$3,120	\$3,198	\$3,464
710	Loan Revolving Funds	\$0		\$1,500,000	\$0
720	Redevelopment	\$15,017	\$202,593	\$2,500,000	\$0
	Subtotal	\$52,508	\$239,902	\$4,037,538	\$42,804
470240 Tiger Grant Activity					
720	Tiger Grant Redevelopment	\$0	\$0	\$0	\$4,000,000
	Total	\$93,459	\$281,249	\$4,085,448	\$4,095,681

2310 OLD SCHOOL STATION TIF-TECHNOLOGY "G"

FUND: 2310-480-470210

PROJECTED REVENUE AND FUND SUMMARY

	ACTUAL FY14/15	BUDGET FY15/16	estimated ACTUAL FY15/16	proposed BUDGET FY16/17
BEGINNING CASH				
10100 Operating Cash -Redevelopment	\$13,209	\$25,429	\$25,429	\$9,003
REVENUES				
311110 Real Estate Property Taxes	\$128,974	\$63,000	\$57,000	\$57,000
311200 Personal Property Taxes	\$3,989	\$3,989	\$5,221	\$5,000
315000 Penalty & Interest	\$417	\$0	\$0	\$0
335230 HB124 Entitlement	\$3,057	\$3,056	\$3,056	\$3,056
371010 Investment Earnings	\$182	\$50	\$150	\$100
383001 Transfer from Debt Service-Reimburse	\$180,366	\$0	\$0	\$0
Total Revenue	\$316,985	\$70,095	\$65,427	\$65,156
Total Available	\$330,194	\$95,524	\$90,856	\$74,159
EXPENDITURES				
354 Contract Services- Bond Counsel	\$0	\$0	\$0	\$0
355 Glacier Investment Reimbursement	\$11,589	\$12,000	\$11,215	\$11,500
356 FED-EX Reimbursement/Developer agreement	\$16,886	\$17,000	\$10,638	\$11,000
820 Operating Transfer-FY14 Debt Service/FY15 Comm. Dev.	\$276,290	\$60,000	\$60,000	\$35,000
Total Expenditures	\$304,765	\$89,000	\$81,853	\$57,500
ENDING CASH				
10100 Operating Cash -Redevelopment	\$25,429	\$6,524	\$9,003	\$16,659

PROGRAM DESCRIPTION

The Technology TIF was created to enable the development of the Tech Park by using the taxes paid by the property owners to pay down the infrastructure SID debt. Additionally the tax revenue generated can be used for other redevelopment activities as provided by Montana law and the developer agreement.

City Council, in July 2011 approved an agreement with Glacier Investment Properties, owner of Lot 7, to reimburse the SID costs from their increment. This is a similar agreement as we have with Fed-Ex.

2311 OLD SCHOOL STATION TIF-INDUSTRIAL "H"

FUND: 2311-480-470210

PROJECTED REVENUE AND FUND SUMMARY

ACTUAL FY14/15	BUDGET FY15/16	estimated ACTUAL FY15/16	proposed BUDGET FY16/17
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BEGINNING CASH

10100 Cash Operating-Redevelopment	\$0	\$12,927	\$12,927	\$12,027
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REVENUES

311100 Real Estate Taxes	\$18,732	\$6,500	\$9,000	\$9,000
312000 Penalty & Interest	\$177	\$100	\$100	\$100
383001 Transfer from Debt Service-Reimburse	\$53,378	\$0	\$0	\$0
Total Revenue	\$72,287	\$6,600	\$9,100	\$9,100
Total Available	\$72,287	\$19,527	\$22,027	\$21,127

EXPENDITURES

820 Operating Transfer-FY14 Debt Service/FY15 Comm. D	\$59,360	\$10,000	\$10,000	\$15,000
Total Expenditures	\$59,360	\$10,000	\$10,000	\$15,000

ENDING CASH

10100 Operating Cash -Redevelopment	\$12,927	\$9,527	\$12,027	\$6,127
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PROGRAM DESCRIPTION

The Industrial TIF was created to enable the development of the Tech Park by using the taxes paid by the property owners to pay down the infrastructure SID debt. Additionally the tax revenue generated can be used for other redevelopment activities as provided by Montana law and the developer agreement.

HEALTH-permissive levy

FUND: 2372-400-521000-810

REVENUE PROJECTION

	18.5	23.0	23.0	
	ACTUAL	BUDGET	estimated	proposed
	FY14/15	FY15/16	FY15/16	BUDGET
				FY16/17
<u>BEGINNING CASH</u>				
10100 Cash on Hand	\$ 41,055	\$ 104,057	\$ 104,057	\$ 62,582
<u>REVENUE</u>				
311100 Real Estate taxes	\$ 758,265	\$ 855,000	\$ 855,000	\$ 930,000
311200 Personal Property taxes	\$ 15,885	\$ 15,000	\$ 15,000	\$ 16,000
312000 Penalty & Interest	\$ 2,468	\$ 2,500	\$ 2,500	\$ 1,000
335230 Entitlement	\$ 21,384	\$ 22,132	\$ 22,025	\$ 22,025
Total Revenue	\$ 798,002	\$ 894,632	\$ 894,525	\$ 969,025
Total Available	\$ 839,057	\$ 998,689	\$ 998,582	\$ 1,031,607
<u>EXPENDITURES</u>				
521000-810 Health Insurance -transfer to General Fund	\$ 665,000	\$ 850,000	\$ 850,000	\$ 901,000
521000-810 Health Insurance -transfer to PARKS	\$ 70,000	\$ 86,000	\$ 86,000	\$ 91,000
	\$ 735,000	\$ 936,000	\$ 936,000	\$ 992,000
<u>ENDING CASH</u>				
Cash Carry over	\$ 104,057	\$ 62,689	\$ 62,582	\$ 39,607

PROGRAM DESCRIPTION

This budget is used to track the revenue from the permissive mill levy which provides funding for health insurance premium increases. Health insurance premiums are budgeted in the General Fund by department. The revenue generated from the permissive levy is used to make an operating transfer to the General Fund.

The State legislature restructured the method for calculating the amount to be levied with the permissive health levy. The calculation sets year 2000 as a base year and calculates the average increase per governmental employee times the number of employees. Since it is an average amount, currently \$985 per employee, it is not necessary to adjust for single, married, 2 party, etc. The calculation takes into account the number of employees.

DEBT SERVICE FUNDS

Page	Fund		
1	various	Debt Service Funds	<u>\$ 1,764,927</u>

CAPITAL PROJECT FUNDS

2	4290	Sidewalk & Curb Construction	\$ 25,000
3	4150	Fire Pumper	<u>\$ 500,000</u>
		Total Capital Project Funds	<u>\$ 525,000</u>

PROGRAM OF SERVICES

DEBT SERVICE FUNDS

RATE	FUND	CASH 7/1/2016	REVENUE ANTICIPATED	EXP. PROJECTION	CASH 6/30/2017
3.83%	2005 AIRPORT TIF (Fund 3185) \$2,000,000 15 yr	\$261,980	\$692,500	\$678,483	\$275,997
4.85%	NEW CITY HALL (Fund 3170)	\$7,641	\$90,000	\$86,748	\$10,893
1.59%	2012 G. O. BOND \$4,145,000 10 yr	\$43,950	\$485,500	\$506,838	\$22,612
4% V	2012 WESTSIDE TIF (Fund 3188) \$ 500,000 25 yr	\$871	\$32,340	\$32,280	\$931
	Bond Totals	\$314,442	\$1,300,340	\$1,304,349	\$310,433
3.50%	2008 S&C \$ 8,980	\$115	\$1,162	\$1,277	(\$0)
3.50%	2009 S&C \$ 7,629	\$99	\$1,020	\$1,016	\$103
3.25%	2010 S&C \$ 942	\$10	\$129	\$128	\$11
3.25%	2011 S&C \$ 5,792	\$68	\$818	\$811	\$75
3.25%	2012 S&C \$ 3,982	\$54	\$585	\$579	\$60
3.25%	2013 S&C \$17,472	\$106	\$2,643	\$2,610	\$139
3.25%	2014 S&C \$ 7,845	\$186	\$1,221	\$1,204	\$203
4.00%	2015 S&C \$9,272	\$0	\$1,715	\$1,646	\$69
	S & C Totals	\$638	\$9,293	\$9,270	\$661
	3500 DEBT SERVICE REVOLVING FUND	\$57,466	\$850	\$0	\$58,316
5.60%	2001 SID 343 - Sunnyview KRMC \$1,518,500 20 yr	\$59,457	\$92,100	\$93,040	\$58,517
5.27%	2006 SID 344 - Old School Station \$4,520,000 20 yr	\$396,801	\$270,000	\$337,633	\$329,168
	SID 344 - 3500 BOND RESERVE	\$226,000	\$0	\$0	\$226,000
3.50%	2013 SID 345 - The "Willows" \$ 228,000 15 yr	\$22,782	\$23,108	\$20,635	\$25,255
	SID Totals	\$762,506	\$386,058	\$451,308	\$697,256
	Total	\$1,077,586	\$1,695,691	\$1,764,927	\$1,008,350

For a comprehensive list of the City of Kalispell debt, see page 14 of the Exhibits section.

SIDEWALK & CURB CONSTRUCTION

ACCOUNT # 4290-410

PURPOSE OF THIS FUND: Why does this fund exist?

This program is a means of encouraging the replacement of deteriorating sidewalks in order to maintain a safe pedestrian network.

GOALS OF THIS DEPARTMENT: What are the departmental goals that support the purpose?

1. Provide the means for residents to participate in a cost sharing program for sidewalk improvements.
 2. Provide the City and its residents access to competitive bids for sidewalk replacement.
-

INTENDED OUTCOMES FROM BUDGET EXPENDITURES:

The FY 17 budget represents a plan to continue the 50/50 curb and sidewalk program to encourage the replacement of deteriorating curbing and sidewalks to create a more aesthetically pleasing and functional pedestrian community.

SIDEWALK & CURB CONSTRUCTION

FUND: 4290-410-430234-937

PROJECTED REVENUE AND FUND SUMMARY

	ACTUAL FY14/15	BUDGET FY15/16	estimated ACTUAL FY15/16	proposed BUDGET FY16/17
<u>BEGINNING CASH</u>				
10100 Cash:	\$0	\$0	\$0	\$0
<u>REVENUES</u>				
381004 Proceeds S & C Warrants	\$10,885	\$25,000	\$10,500	\$25,000
Total Revenue	\$10,885	\$25,000	\$10,500	\$25,000
Total Available	\$10,885	\$25,000	\$10,500	\$25,000
<u>EXPENDITURES</u>				
937 Sidewalk Construction Costs	\$10,885	\$25,000	\$10,500	\$25,000
<u>ENDING CASH</u>				
10100 Cash:	\$0	\$0	\$0	\$0

FIRE PUMPER

4150-416-420400

PROJECTED REVENUE/EXPENDITURE AND FUND SUMMARY

	proposed BUDGET FY16/17
<u>BEGINNING CASH</u>	
10100 CASH: operating	\$0
<u>REVENUES</u>	
380000 Revenue - Financing	\$500,000
Total	\$500,000
Total Available	\$500,000
<u>EXPENDITURES</u>	
944 Capital Outlay - Pumper Truck	\$500,000
	\$500,000
<u>ENDING CASH</u>	
CASH: operating	\$0

INTENDED OUTCOMES FROM BUDGET EXPENDITURES:

Replacement of a fire pumper.

ENTERPRISE FUNDS

Page	Fund	Dept		
1-2	5160		Airport	\$ 166,065
3-9	5210		Water	\$ 6,776,561
10-15	5310	454	Sewer Operations & Billing	\$ 4,144,048
16-20	5310	455	Waste Water Treatment Plant	\$ 6,129,243
21-25	5349		Storm Sewer	\$ 2,311,483
26-28	5510		Solid Waste	\$ 1,200,059
			Total	<u>\$ 20,727,459</u>

AIRPORT ACCOUNT # 5160-430

PURPOSE OF THIS DEPARTMENT: Why does this department exist?

The Kalispell City Airport is part of the overall transportation system for the City of Kalispell, serving both recreational and commercial interests with an optional mode of transportation.

DEPARTMENT PERSONNEL:

GOALS OF THIS DEPARTMENT: What are the departmental goals that support the purpose?

INTENDED OUTCOMES FROM BUDGET EXPENDITURES

In fiscal year 2014, municipal voters rejected a ballot issue to move forward with improvements to the airport as identified in the adopted airport master plan. That action has initiated an effort to update the Urban Renewal Plan from which the improvements were originally identified. The outcome of this plan will likely guide future decisions related to airport maintenance and development efforts. A decision is anticipated to be in place by the time of final budget adoptions.

AIRPORT ENTERPRISE FUND-operations

FUND: 5160-430-430310

PROJECTED REVENUE AND FUND SUMMARY

		ACTUAL FY14/15	BUDGET FY15/16	estimated ACTUAL FY15/16	proposed BUDGET FY16/17
<u>BEGINNING CASH</u>					
10100	Cash - Operations	\$101,257	\$125,104	\$125,104	\$144,165
		<hr/>	<hr/>	<hr/>	<hr/>
		\$101,257	\$125,104	\$125,104	\$144,165
<u>REVENUES</u>					
343062	Commercial Fees	\$13,126	\$10,000	\$11,500	\$10,000
343069	Hangar Leases	\$12,000	\$11,000	\$12,000	\$11,000
343071	Hangar Site Leases (3%)	\$18,034	\$17,510	\$18,627	\$17,510
343101	FBO Lease - Red Eagle Aviation (2%)	\$17,821	\$17,734	\$18,000	\$19,145
343102	Ground Leases (Hilton) (3%)	\$12,441	\$12,814	\$12,814	\$13,198
343620	Fuel Tax	\$5,669	\$5,000	\$5,000	\$5,000
365010	Misc.	\$2,101	\$0	\$0	\$0
371010	Investment Earnings	\$902	\$850	\$1,000	\$1,000
Total Revenue		<hr/>	<hr/>	<hr/>	<hr/>
		\$82,094	\$74,908	\$78,941	\$76,853
Total Available		<hr/>	<hr/>	<hr/>	<hr/>
		\$183,351	\$200,012	\$204,045	\$221,018
<u>EXPENDITURES</u>					
Airport Operations		\$58,247	\$68,880	\$59,880	\$68,147
Depreciation		<hr/>	<hr/>	<hr/>	<hr/>
		\$97,918	\$97,918	\$97,918	\$97,918
Total Expenses		<hr/>	<hr/>	<hr/>	<hr/>
		\$156,165	\$166,798	\$157,798	\$166,065
add back unfunded depreciation		<hr/>	<hr/>	<hr/>	<hr/>
		\$97,918	\$97,918	\$97,918	\$97,918
<u>ENDING CASH</u>					
10100	Cash: Operating	\$125,104	\$131,132	\$144,165	\$152,871

AIRPORT ENTERPRISE FUND-operations

FUND: 5160-430-430310

EXPENSE DETAIL

		ACTUAL FY13/14	ACTUAL FY14/15	BUDGET FY15/16	proposed BUDGET FY16/17
Personal Services:	FTE's	0.50	0.00	0.00	0.00
110	Salaries	\$29,331	\$0	\$0	\$0
121	Seasonal salary	\$1,066	\$0	\$0	\$0
153	Health Insurance	\$3,648	\$0	\$0	\$0
155	Retirement	\$1,669	\$0	\$0	\$0
	Subtotal	\$35,714	\$0	\$0	\$0
Maintenance & Operations:					
210	Supplies, postage, small equip	\$277	\$0	\$1,000	\$1,000
341	Electricity	\$1,836	\$1,605	\$1,500	\$1,500
345	Telephone/ cell	\$622	\$0	\$0	\$0
354	Contract Services - Airport Management	\$19,024	\$36,000	\$36,000	\$36,000
356	Contract Services - Other	\$8,504	\$5,395	\$7,500	\$7,500
362	Repair & Maintenance - Equip/Lights, etc	\$281	\$1,096	\$10,000	\$10,000
373	Dues & Training	\$488	\$0	\$0	\$0
390	Equipment Rental	\$1,488	\$835	\$1,000	\$1,000
510	Property & Liability Ins.	\$12,523	\$6,418	\$6,500	\$6,500
522	Administrative Transfer	\$4,326	\$5,469	\$3,320	\$2,562
528	Information Tech Transfer	\$3,650	\$1,429	\$2,060	\$2,085
	Subtotal	\$53,019.00	\$58,247.00	\$68,880.00	\$68,147.00
820	Depreciation (unfunded)	\$100,832.00	\$97,918.00	\$97,918.00	\$97,918.00
	Total	\$189,565.00	\$156,165.00	\$166,798.00	\$166,065.00

WATER ACCOUNT # 5210-447

PURPOSE OF THIS DEPARTMENT: Why does this department exist?

To provide safe, potable and palatable water for the needs of the domestic, commercial and industrial consumers.

DEPARTMENT PERSONNEL: (15.30 FTE)

.20 Public Works Director	1 Water Meter Maintenance Supervisor
.25 Senior Civil Engineer (City Engineer)	1 Water Meter Maintenance Technician
.15 Budget Resource Manager	1 Water Maintenance Supervisor
.25 Construction Manager	4 Water Maintenance Operators
.20 Administrative Coordinator	1 Water Production Supervisor
.20 Project Manager (Engineer II)	2 Water Production Operators
.05 Road and Fleet Superintendent	.50 Meter Reader
.20 Administrative Assistant	1.5 Utility Billing Clerk
.10 General Laborer	.15 Finance Director
.60 Utility Management Superintendent	.25 City Accountant
.40 Assistant Civil Engineer (Engineer II)	.05 Assessment Coordinator
.25 Engineering Tech/GIS/IT Support	

GOALS OF THIS DEPARTMENT: What are the departmental goals that support the purpose?

1. To operate the distribution and production facilities to meet Public Drinking Water Standards.
 2. Provide drinking water that is safe to drink and palatable.
 3. Maintain the system to achieve adequate pressure, minimize leaks, and provide flows for fire emergencies.
 4. Replace old, deteriorated, water mains to promote safe drinking water and fiscal efficiencies for the water system customers.
-

INTENDED OUTCOMES FROM BUDGET EXPENDITURES:

This year's budget continues the replacement of aging and leaking mains throughout the water system to improve delivery of domestic water and fire flows. 4th Ave E's water main replacement project will be in coordination with a street reconstruct and drainage improvements enabling cost savings for one major infrastructure project. Modeling and water demands will continue to be assessed for the optimum location and scheduling of a new water source to meet the needs of new development demands.

WATER FUND (Operations & Billing)

FUND: 5210-447-430550

PROJECTED REVENUE AND FUND SUMMARY

	ACTUAL FY14/15	BUDGET FY15/16	estimated ACTUAL FY15/16	proposed BUDGET FY16/17
<u>BEGINNING CASH</u>				
10100 Operating Cash	\$3,328,859	\$3,659,909	\$3,659,909	\$4,961,409
10120 Impact Fee Cash	\$887,470	\$910,706	\$910,706	\$1,220,583
10125 Meter Replacement Cash	\$205,975	\$298,802	\$298,802	\$250,562
10127 Capital & Emergency Reserve-Target \$400,000	\$400,000	\$400,000	\$400,000	\$400,000
10130 Bond Reserves (restricted cash)	\$411,258	\$358,400	\$358,400	\$358,400
	\$5,233,562	\$5,627,817	\$5,627,817	\$7,190,954
<u>REVENUES</u>				
343210 Metered Water Sales (billed) (10100)	\$2,849,174	\$2,810,000	\$3,200,000	\$2,850,000
343230 Meter Replacement Fee (10125)	\$99,587	\$98,000	\$98,000	\$98,000
343225 Impact Fees (10120) (adj for receivable- \$4,094)	\$233,813	\$285,000	\$570,000	\$285,000
343365 Impact Fee Admin (10100)	\$12,306	\$15,000	\$30,000	\$15,000
343260 Misc.-Installation/Reconnect/Tag fees (10100)	\$73,543	\$50,000	\$120,000	\$74,000
371010 Interest Earnings (10100)	\$33,049	\$32,400	\$41,500	\$41,500
Interest Earnings - Impact Fee Cash (10120)	\$6,000	\$3,600	\$4,500	\$4,500
Bonded Debt	\$0	\$0	\$0	\$2,435,627
Total Revenue	\$3,307,472	\$3,294,000	\$4,064,000	\$5,803,627
Total Available	\$8,541,034	\$8,921,817	\$9,691,817	\$12,994,581
<u>EXPENSES</u>				
EXPENSES FROM RATES	\$2,689,880	\$2,457,990	\$2,090,000	\$2,342,744
Expenses from Meter Cash (10125)	\$6,760	\$223,240	\$146,240	\$110,000
Capital Outlay - from Impact Fees (10120)	\$16,577	\$840,623	\$64,623	\$835,346
Capital Outlay / Bonded Debt	\$0	\$494,000	\$0	\$2,435,627
Debt Service -from Impact Fees (10120)	\$200,000	\$200,000	\$200,000	\$200,000
Depreciation	\$840,000	\$840,000	\$840,000	\$852,844
Total All Departments	\$3,753,217	\$5,055,853	\$3,340,863	\$6,776,561
add back depreciation/other noncash exp (rent fy17)	\$840,000	\$840,000	\$840,000	\$852,844
<u>ENDING CASH</u>				
10100 Operating Cash	\$3,659,909	\$3,615,319	\$4,961,409	\$5,599,165
10120 Impact Fee Cash	\$910,706	\$158,683	\$1,220,583	\$474,737
10125 Meter Replacement Cash	\$298,802	\$173,562	\$250,562	\$238,562
10127 Capital & Emergency Reserve-Target \$400,000	\$400,000	\$400,000	\$400,000	\$400,000
10130 Bond Reserves (restricted cash)	\$358,400	\$358,400	\$358,400	\$358,400
Total cash	\$5,627,817	\$4,705,964	\$7,190,954	\$7,070,864

WATER FUND SUMMARY

EXPENDITURE SUMMARY

	ACTUAL FY13/14	ACTUAL FY14/15	BUDGET FY15/16	proposed BUDGET FY16/17
Personal Services:				
Water Billing	\$106,400	\$107,261	\$150,144	\$153,887
Water Operations	\$875,204	\$798,662	\$912,435	\$946,521
Subtotal	\$981,604	\$905,923	\$1,062,579	\$1,100,408
Maintenance & Operations:				
Water Billing Services	\$84,076	\$72,370	\$132,173	\$127,372
Water Operations	\$596,139	\$589,071	\$742,804	\$776,499
Subtotal	\$680,215	\$661,441	\$874,977	\$903,871
Capital Outlay from Rates:				
Water Operations	\$470,748	\$889,916	\$466,153	\$299,323
Subtotal	\$470,748	\$889,916	\$466,153	\$299,323
Debt Service from Rates:				
Water	\$333,945	\$232,600	\$54,281	\$51,986
Subtotal	\$333,945	\$232,600	\$54,281	\$51,986
Total	\$2,466,512	\$2,689,880	\$2,457,990	\$2,355,588
Capital Outlay - Bonded Project	\$0	\$0	\$494,000	\$2,435,627
Capital Outlay - Meter Replacement funds:(10125)	\$119,868	\$6,760	\$223,240	\$110,000
Capital Outlay - from Impact Fee Funds: (10120)	\$32,850	\$16,577	\$840,623	\$835,346
Debt Service -from Impact Fees: (10120)	\$100,000	\$200,000	\$200,000	\$200,000
Depreciation (non-cash item)	\$840,000	\$840,000	\$840,000	\$840,000
Total	\$3,559,230	\$3,753,217	\$5,055,853	\$6,776,561

WATER OPERATIONS

FUND: 5210-447-430550

EXPENSE DETAIL

		ACTUAL FY13/14	ACTUAL FY14/15	BUDGET FY15/16	proposed BUDGET FY16/17
Personal Services:	FTE's	12.80	12.80	12.80	12.80
110	Salaries & Wages	\$646,176	\$625,620	\$690,169	\$702,293
111	Seasonal Salaries	\$2,996	\$687	\$5,000	\$5,000
112	Severance	\$28,016	\$0	\$1,500	\$0
121	Overtime/Call Outs	\$18,301	\$15,474	\$20,000	\$20,000
153	Health Insurance	\$132,153	\$110,945	\$146,271	\$168,225
155	Retirement - PERD	\$47,560	\$45,936	\$49,495	\$51,002
	Subtotal	\$875,203	\$798,662	\$912,435	\$946,521
Maintenance & Operations:					
210	Office Supplies/Equip/Computers/ GIS	\$8,093	\$10,507	\$11,000	\$11,000
218	Equip. (non-capital)/Safety Equip & Supplies	\$8,184	\$6,008	\$8,500	\$8,500
226	Chlorine & Chemical	\$27,668	\$36,287	\$38,000	\$38,000
229	Other Supplies/Janitorial/Consumable Tools	\$3,356	\$3,645	\$4,500	\$4,500
231	Gas & Oil	\$33,532	\$27,347	\$38,000	\$38,000
312	Postage & Printing	\$3,622	\$528	\$4,000	\$4,000
336	Licenses / Public Water Supply Fee	\$17,169	\$16,621	\$18,000	\$18,500
341	Electricity	\$129,235	\$137,007	\$139,000	\$150,000
344	Natural Gas	\$13,102	\$10,813	\$15,500	\$15,500
345	Communications	\$9,477	\$8,535	\$9,000	\$9,000
349	Lab Services	\$16,293	\$11,473	\$22,000	\$26,000
353	Auditing	\$5,000	\$5,000	\$5,000	\$5,000
354	Contract Services	\$33,504	\$42,800	\$55,000	\$65,000
356	Consultants-Wtr Rights Acquisition/Wtr Modeling	\$683	\$11,200	\$25,000	\$25,000
362	Repair & Maint./Equip Maint/Radios/Equip Rental	\$13,434	\$7,787	\$15,000	\$15,000
366	Building & Grounds Maintenance	\$1,430	\$1,303	\$12,000	\$12,000
373	Dues & Training	\$7,008	\$8,141	\$9,000	\$9,000
388	Medical/Drug Testing	\$1,199	\$435	\$800	\$800
410	Construction Materials	\$36,651	\$29,553	\$35,000	\$35,000
422	Hydrants	\$4,038	\$12,243	\$8,000	\$8,000
423	Materials - Mains	\$10,597	\$7,690	\$12,000	\$14,000
424	Materials - Service lines	\$13,274	\$13,572	\$16,000	\$14,000
425	Materials - Wells/Pumps	\$13,541	\$6,469	\$45,000	\$45,000

WATER OPERATIONS

5210-447-430550

EXPENSE DETAIL

	ACTUAL FY13/14	ACTUAL FY14/15	BUDGET FY15/16	proposed BUDGET FY16/17
Maintenance & Operations Continued:				
510 Property & Liability Ins.	\$38,234	\$23,144	\$25,000	\$25,000
512 Uninsured Loss-Deductible & Goodwill Expendit	\$6,382	\$145	\$15,000	\$10,000
521 Central Garage Transfer	\$12,398	\$14,248	\$18,130	\$21,726
522 Administrative Transfer	\$90,775	\$104,561	\$98,426	\$103,473
528 Information Tech. Transfer	\$29,798	\$22,864	\$32,964	\$36,000
532 Office Rent/Lease Pymnt (Silverbrook Well)	\$8,462	\$9,145	\$7,984	\$9,500
Subtotal	\$596,139	\$589,071	\$742,804	\$776,499
490200				
610/620 Principal, Interest, Fiscal Fees	\$433,945	\$432,600	\$254,281	\$251,986
Capital Outlay - Operating funds (rates):				
921 Sand/Cold Mix Storage Shed	\$0	\$0	\$25,771	\$25,771
935 Shepherders Tank Mixer	\$0	\$10,509	\$0	\$0
936 Noffsinger Spring Generator - Carryover	\$0	\$0	\$90,000	\$90,000
937 Shepherder Backup Power	\$149	\$10,694	\$5,157	\$0
938 Lower Zone Reservoir Imprvmnts	\$68,303	\$0	\$0	\$0
940 Machinery & Equipment	\$13,393	\$0	\$0	\$0
944 Water Maintenance Vehicle	\$26,511	\$0	\$0	\$0
947 US 93 N. Utility Relocate	\$49,657	\$15,709	\$11,634	\$0
950 4th Ave EN Wtr Main Replc	\$5,530	\$651,990	\$0	\$0
951 SCADA Upgrades	\$7,954	\$5,283	\$15,000	\$15,000
953 Shop Complex Pavement Restoration	\$0	\$0	\$0	\$30,552
958 2nd Ave. E. Main - Carryover	\$0	\$0	\$174,000	\$108,000
959 Parks Metering Phase I	\$0	\$0	\$0	\$30,000
962 S. Woodland Dr. System Imprvmnts	\$290,286	\$0	\$0	\$0
963 Abandon 2" wtr line	\$4,986	\$0	\$0	\$0
964 2nd Ave WN Waterline Replacement	\$3,979	\$0	\$0	\$0
967 2nd Ave WN Main-MT to WA	\$0	\$190,409	\$84,591	\$0
968 Depot Well Revitalization	\$0	\$5,322	\$0	\$0
970 Old School Well Sand Separator	\$0	\$0	\$20,000	\$0
971 Westview Well VFD Upgrade	\$0	\$0	\$40,000	\$0
Subtotal	\$470,748	\$889,916	\$466,153	\$299,323

WATER OPERATIONS

5210-447-430550

EXPENSE DETAIL

		ACTUAL FY13/14	ACTUAL FY14/15	BUDGET FY15/16	proposed BUDGET FY16/17	
Capital Outlay-Bonded:						
969	4th Ave E. Main Replc Phase 1-4	\$0	\$0	\$494,000	\$2,435,627	
430555 Capital Outlay-Impact Fee Funds (010120):						
941	Meters	\$31,856	\$16,577	\$64,623	\$45,600	
930	Contract Main Upsize (Impact fee Acct)	\$0	\$0	\$150,000	\$150,000	
953	Develop Wtr Supply Section 36 Well-Carryov	\$994	\$0	\$626,000	\$639,746	
	Subtotal	\$32,850	\$16,577	\$840,623	\$835,346	
430550 Capital Outlay-Meter Funds (010125):						
948	Meters -Replacement \$ subtotal	\$119,868	\$6,760	\$223,240	\$110,000	
	Subtotal	\$119,868	\$6,760	\$223,240	\$110,000	
510400-831 Depreciation Expense						
	Total Water Facilities	\$840,000	\$840,000	\$840,000	\$840,000	
		\$3,368,753	\$3,573,586	\$4,773,536	\$6,495,302	
430560 Water Billing:						
	Personal Services:	FTE's	2	2	2.5	2.5
110	Salaries & Wages		\$83,117	\$85,114	\$107,610	\$108,823
112	Severance		\$0	\$0	\$1,500	\$0
153	Health Insurance		\$17,159	\$15,817	\$33,020	\$36,839
155	PERD		\$6,123	\$6,330	\$8,014	\$8,225
	Subtotal		\$106,400	\$107,261	\$150,144	\$153,887
Maintenance & Operations:						
210	Office Supplies/Computers		\$1,052	\$1,839	\$5,000	\$2,500
353	Auditing		\$2,020	\$2,020	\$2,020	\$2,000
354	Contract Services		\$430	\$0	\$1,500	\$3,000
355	Postage/Other Billing Costs		\$34,231	\$29,813	\$70,000	\$70,000
373	Dues & Training		\$1,371	\$485	\$2,500	\$2,500
522	Administrative Transfer		\$7,336	\$7,511	\$7,731	\$7,950
528	Information Tech. Transfer		\$29,798	\$22,864	\$37,000	\$33,000
532	Office Rent		\$7,838	\$7,838	\$6,422	\$6,422
	Subtotal		\$84,076	\$72,370	\$132,173	\$127,372
	Total Billing		\$190,476	\$179,631	\$282,317	\$281,259
	Grand Total Water Fund		\$3,559,229	\$3,753,217	\$5,055,853	\$6,776,561

WATER OPERATIONS

FUND: 5210-447-430550/560

FY 2017 BUDGET HIGHLIGHTS

Line Item Detail: Water Fund

349 Lab Services & Sampling Supplies - \$26,000

Line item includes \$10,000 to purchase nine sampling stations for bac-T and chlorine residual testing which will assist with compliance of the new requirements of Federal Clean Water Act's Total Coliform Rule.

354 Contract Services - \$65,000

This line item covers the cost of annual contracts, i.e., U-dig fees, generator testing and maintenance, coveralls, and estimated electrical and system repairs. Increased \$10,000 to complete a water storage tank inspection and cleaning. The inspection will be completed by a fully disinfected dive team in accordance with AWWA standards. Inspections are recommended every five years and include an interior and exterior structural, sanitary, safety, security and coating condition review.

Capital Outlay: Operating Funds (Rates)

921 Sand/Cold Mix Storage Shed - FY16 Carryover \$25,771

This project replaces the current shed that is showing signs of structural failure, rot and decay. The concrete base is also cracked and has been repaired in the past. The new sand shed will be designed to cover the gravel stockpile, cold mix, and sanding materials. Cost shared between/Street, Water, Sewer, & Storm - Total Project Cost \$103,084

936 Noffsinger Spring Emergency Generator Replacement - FY 16 Carryover \$90,000

Replace the old emergency generator which is currently inside the shop area, with a new emergency generator located outside and above flood stage elevation. During our 2010 safety/building/fire audit many deficiencies were pointed out about the generator being at its current location, with no containment area for either the generator or the fuel system, proper venting is a large problem, no seismic bracing to prevent roll over, fire protection and accessibility. The age of the generator makes it more and more difficult to find replacement parts. By replacing this generator it reduces chances of fire and safety of workers from inside the shop area and meets the Fire Department safety audit requirements. A new generator also increases efficiency and reliability. A Grant application has been submitted to supplement the funding of the replacement generator. The Emergency Backup Grant, will contribute 75% of the replacement cost (W-EX-160).

951 SCADA System Upgrade/Improvements - \$15,000

The SCADA system utilizes complex software to operate, control, and monitor water system facilities. This continued allocation ensures funding for all unforeseen upgrades and maintenance to the SCADA system and supporting equipment (W-EX-155).

953 Shop Complex Pavement Restoration - \$30,552

The project involves replacement of the degraded asphalt surface inside the fenced area of the City Shop Complex and the installation of a new storm water quality treatment device. The asphalt at the City Shop Complex is deteriorated beyond simple patch work and necessitates replacement. The asphalt replacement triggers storm water treatment requirements stipulated by the MS4 permit and promotes good stewardship for clean water discharges to Ashley Creek. Cost shared between Water, Sewer, Storm, Streets, & Solid Waste - Total Project Cost \$152,760

WATER OPERATIONS

FUND: 5210-447-430550/560

FY 2017 BUDGET HIGHLIGHTS - con't.

Line Item Detail: continued

Capital Outlay: Operating Funds (Rates) Cont.

958 2nd Ave East Main Replacement & Upsize -Carryover \$108,000

This project replaces an undersized 2" dead end water main with approximately 800' of 8" PVC water main. The proposed water main will continue from the dead-end and loop to 3rd Ave E. providing added fire hydrants and increase fire flows to the area (W-EX-40).

959 Parks Metering - Phase I - \$30,000

Installation of water meters, meter pits, and backflow prevention in the City's parks. Metering City parks irrigation will allow for analysis of production and demand of water production system. The data will enhance our cost of service analysis and the need for implementation of new water production wells. The project will be completed over two phases. (W-EX-176).

Capital Outlay: BONDED PROJECT

969 4th Avenue East Main Replacement - Appropriation \$1,941,627, FY16 Carryover \$494,000

This bonded project constitutes replacement of 14 blocks of water main from Center St to 14th St E. The existing 8"/6" cast iron water main was installed between 1925 and 1930, and is at the end of its design service life. The 85 plus year old pipe is corroding, creating multiple main breaks throughout this section of pipe in the past several years. The water project will be coordinated with the street and storm CIPs for road and drainage improvements (W-EX-21).

Capital Outlay - Impact Fee funds (10120)

930 Contract Main Upsize - \$150,000

\$150,000 - Funds required for small city requested upsizing of private development infrastructure (W-EX-119).

941 Meters - \$45,600

New Services

953 Construct Grossweiler Well -Carryover \$626,000; New Appropriation \$13,746 - Total Cost \$639,746

As growth and water demand increase, new wells are required to meet the firm and peak demands of the City. The development of Grossweiler well, would be sufficient to meet the projected growth demand and Public Water Supply requirements stipulated by MDEQ. The Grossweiler well is located adjacent to the DNRC/DEQ/911 Center complex on Stillwater Road. This project is funded 100% with impact fees.

Capital Outlay - Meter funds (010125)

948 Meters - \$110,000

Meter replacement

SEWER DEPARTMENT

ACCOUNT # 5310

PURPOSE OF THIS DEPARTMENT: Why does this department exist?

Maintain and operate the wastewater collection and treatment facility to have a minimum impact on the environment and enhance the quality of life for the community.

WWTP DEPARTMENT PERSONNEL: (8.55 FTE)

.20 Public Works Director	1 WWTP Manager
.10 Senior Civil Engineer (City Engineer)	1 Asst WWTP Manager (Proposed)
.15 Budget Resource Manager	4 WWTP Operators
.10 Administrative Coordinator	2 WWTP Chemists

SEWER DEPARTMENT PERSONNEL: (6.55 FTE & 1 Unfunded FTE)

.15 Public Works Director	.25 Engineering Tech/GIS/IT Support
.15 Senior Civil Engineer (City Engineer)	2.5 Sewer Maintenance Technician
.15 Budget Resource Manager	1 Vacant/Unfunded Swr Maint. Technician
.25 Construction Manager	.50 Storm/Sewer Maintenance Supervisor
.20 Administrative Coordinator	.05 Assessment Coordinator
.20 Project Manager (Engineer II)	.50 Meter Reader
.20 Administrative Assistant	1 Utility Billing Clerk
.05 Road and Fleet Superintendent	.15 Finance Director
	.25 City Accountant

GOALS OF THIS DEPARTMENT: What are the departmental goals that support the purpose?

WWTP

1. To protect the health of the community by discharging wastewater that meets state and federal regulations.
2. Economically maintain facilities to ensure maximum operational functions and equipment longevity.
3. Maximize secondary use of treatment biosolids.

SEWER COLLECTION

1. To ensure conveyance of wastewater in the community to the WWTP
2. Economically maintain facilities for maximum operational functions and equipment longevity.
3. Perform preventative maintenance on sewer conveyance and facilities to ensure optimum system operations.

INTENDED OUTCOMES FROM BUDGET EXPENDITURES

The wastewater budget provides for routine maintenance and replacement of equipment and piping within the collection system and wastewater treatment plant (WWTP). This year's budget continues the collection system improvements necessary to improve conveyance, lift station communication, collection system reliability, and new equipment to perform cost saving in-house pipe repairs. The WWTP allows for the execution of building maintenance projects, inspections and replacement or repair projects for the secondary digesters, permit compliance for Temperature TMDL and WQ Standards, and alternative review for future bio-solids disposal.

SEWER - SANITARY OPERATIONS, BILLING, WASTEWATER TREATMENT

FUND: 5310

PROJECTED REVENUE AND FUND SUMMARY

	ACTUAL FY14/15	BUDGET FY15/16	estimated ACTUAL FY15/16	proposed BUDGET FY16/17
BEGINNING CASH				
10100 Operating	\$1,597,444	\$2,102,616	\$2,102,616	\$2,360,116
10123 SANITARY Sewer Impact Fee Inv. Account	\$2,184,570	\$1,646,778	\$1,646,778	\$2,095,565
10124 WWTP Impact Fee Inv. Account	\$409,413	\$463,469	\$463,469	\$525,628
10125 WWTP Equipment Repl/Evergreen	\$1,531,873	\$1,221,608	\$1,221,608	\$1,291,877
1013x Bond Reserves/ Operating reserve	\$1,299,313	\$1,299,313	\$1,299,313	\$1,299,313
	\$7,022,612	\$6,733,784	\$6,733,784	\$7,572,499
REVENUES				
343310 SEWER SERVICE-billed (10100)	\$4,272,036	\$4,300,000	\$4,500,000	\$4,400,000
343360 Misc. ; (10100)	\$28,967	\$5,000	\$25,000	\$15,000
343330 Impact Fee/Hookup-Sanitary (10123)	\$206,370	\$209,000	\$760,000	\$209,000
343330 Admin Impact Fees Sanitary (10100)	\$10,862	\$11,000	\$40,000	\$11,000
343335 Impact Fee/Hookup-WWTP (10124)	\$276,556	\$285,000	\$427,500	\$285,000
343335 Admin Impact Fees WWTP (10100)	\$14,556	\$15,000	\$22,500	\$15,000
371010 Interest-operations (10100)	\$25,870	\$19,000	\$20,000	\$30,000
Interest-WWTP/Evergreen (10125)	\$7,500	\$7,000	\$7,500	\$7,500
Interest-WWTP Impact Fee Acct. (10124)	\$2,500	\$1,000	\$1,500	\$2,500
Interest-Sanitary Impact Fee Invest. Acct. (10123)	\$15,000	\$19,000	\$20,000	\$10,000
Total Revenue	\$4,860,217	\$4,871,000	\$5,824,000	\$4,985,000
Total Available	\$11,882,829	\$11,604,784	\$12,557,784	\$12,557,499
EXPENSES				
EXPENSES FROM RATES	\$3,839,296	\$4,670,369	\$4,350,000	\$4,914,316
Capital Outlay City/Evergreen Funds (10125)	\$729,364	\$801,733	\$363,733	\$1,454,000
Capital Outlay / Bonded Debt	\$7,823	\$0	\$0	\$0
Capital Outlay - from Sanitary Impact Fee funds (10123):	\$664,162	\$1,652,054	\$378,054	\$1,327,132
Debt Service From Sanitary Impact fees (10123):	\$95,000	\$95,000	\$95,000	\$95,000
Debt Service From Treatment Impact fees (10124):	\$225,000	\$225,000	\$225,000	\$225,000
Depreciation (non cash expense)/Rent FY17	\$2,245,000	\$2,245,000	\$2,245,000	\$2,257,844
Total Expenses	\$7,805,645	\$9,689,156	\$7,656,787	\$10,273,292
Add depreciation/other non cash exp to cash	\$2,245,000	\$2,245,000	\$2,245,000	\$2,257,844
Add cash distribution to Evergreen/City 10125 from 10100	\$411,599	\$411,599	\$426,502	\$450,000
ENDING CASH				
10100 Operating	\$2,102,616	\$1,782,247	\$2,360,116	\$1,916,800
10123 SANITARY Impact Fee Inv. Account	\$1,646,778	\$127,724	\$2,095,565	\$892,433
10124 WWTP Impact Fee Inv. Account	\$463,469	\$524,469	\$525,628	\$588,128
10125 WWTP Equipment Replacement/Evergreen	\$1,221,608	\$838,474	\$1,291,877	\$295,377
1013x Bond Reserves (restricted funds)	\$1,299,313	\$1,299,313	\$1,299,313	\$1,299,313
	\$6,733,784	\$4,572,227	\$7,572,499	\$4,992,051

SEWER - WWTP - BILLING FUND SUMMARY

FUND: 5310-454-430620-630/455-430640

EXPENSE SUMMARY

	ACTUAL FY13/14	ACTUAL FY14/15	BUDGET FY15/16	proposed BUDGET FY16/17
Personal Services:				
Sewer billing	\$85,304	\$87,913	\$125,186	\$128,760
Sanitary Sewer	\$300,511	\$309,008	\$340,170	\$341,569
WWTP & LAB	\$589,545	\$611,199	\$761,502	\$732,667
Subtotal	\$975,360	\$1,008,120	\$1,226,858	\$1,202,998
Maintenance & Operations:				
Sewer Billing services	\$82,930	\$72,476	\$130,779	\$123,477
Sanitary Sewer	\$384,931	\$352,051	\$441,998	\$410,693
WWTP & Lab	\$735,197	\$742,073	\$992,433	\$942,520
Subtotal	\$1,203,058	\$1,166,600	\$1,565,210	\$1,476,690
Capital Outlay from rates:				
Sanitary Sewer Operation	\$81,661	\$312,534	\$605,299	\$895,771
WWTP & Lab	\$46,626	\$72,288	\$0	\$40,000
Subtotal	\$128,287	\$384,822	\$605,299	\$935,771
Debt Service from rates:				
Sanitary Sewer	\$71,610	\$1,889	\$1,434	\$1,646
WWTP	\$858,553	\$866,265	\$859,967	\$860,055
Subtotal	\$930,163	\$868,154	\$861,401	\$861,701
City/Evergreen Replacement funded from rates:	\$411,599	\$411,599	\$411,599	\$450,000
Total	\$3,648,467	\$3,839,296	\$4,670,369	\$4,927,160
Capital Outlay - Other funds:				
WWTP Bonded Debt	\$770,160	\$7,823	\$0	\$0
WWTP (10125) City/Evergreen account	\$140,568	\$729,364	\$801,733	\$1,454,000
Capital Outlay-from Impact Fee funds: Sanitary Sewer(1012	\$13,971	\$664,162	\$1,652,054	\$1,327,132
Debt Service -from Impact Fees				
Sanitary Sewer (10123)	\$25,000	\$95,000	\$95,000	\$95,000
WWTP (10124)	\$225,000	\$225,000	\$225,000	\$225,000
Depreciation (non-cash item) Sanitary	\$820,000	\$820,000	\$820,000	\$820,000
Depreciation (non-cash item) WWTP	\$1,425,000	\$1,425,000	\$1,425,000	\$1,425,000
Total	\$7,068,166	\$7,805,645	\$9,689,156	\$10,273,292

SEWER - OPERATIONS

FUND: 5310-454-430630

EXPENDITURE DETAIL

		ACTUAL FY13/14	ACTUAL FY14/15	BUDGET FY15/16	proposed BUDGET FY16/17
Personal Services:	FTE's	5.55	5.55	5.55	5.55
110	Salaries & Wages	\$230,040	\$239,427	\$251,563	\$251,377
112	Severance	\$0	\$0	\$1,500	\$0
121	Overtime	\$1,802	\$1,068	\$5,500	\$5,500
153	Health Insurance	\$52,080	\$51,223	\$63,447	\$66,327
155	Retirement - PERD	\$16,588	\$17,290	\$18,160	\$18,365
	Subtotal	\$300,511	\$309,008	\$340,170	\$341,569
Maintenance & Operations:					
210	Office Supplies/Equip/ Computer Supplies/GIS	\$5,248	\$8,290	\$9,200	\$9,200
218	Equipment (Non Capital)/Safety Equip & Supplies	\$3,789	\$6,841	\$8,350	\$8,350
229	Other Supplies/Janitorial/Consumable Tools	\$1,380	\$2,084	\$2,000	\$2,000
231	Gas & Oil	\$10,650	\$10,831	\$13,500	\$13,500
312	Postage & Shipping / Printing	\$593	\$50	\$400	\$400
341	Electricity	\$48,604	\$49,299	\$54,500	\$54,500
344	Natural Gas	\$13,847	\$13,942	\$16,500	\$16,500
345	Telephone & Comm., Alarms	\$26,520	\$20,793	\$23,000	\$23,000
353	Auditing	\$3,000	\$3,000	\$3,000	\$3,000
354	Contract Services	\$41,955	\$7,210	\$24,000	\$24,000
356	Consultants	\$10,807	\$0	\$8,000	\$8,000
357	Impact Fee Study/Review Impact Fees	\$2,155	\$0	\$0	\$0
362	Equipment Maintenance/Buildings & Radios	\$2,230	\$4,613	\$5,000	\$5,000
373	Dues & Training, Licenses	\$2,725	\$1,301	\$3,500	\$5,500
388	Medical Services	\$991	\$308	\$500	\$500
410	Construction Materials	\$7,670	\$6,506	\$9,000	\$9,000
425	Materials - Pumps/Lift Stations	\$36,933	\$22,186	\$50,000	\$50,000
510	Property & Liability Ins	\$37,848	\$58,359	\$62,000	\$55,000
512	\$10,000 Uninsured Loss/\$15,000 Goodwill Expenditures	\$9,874	\$18,308	\$25,000	\$25,000
521	Central Garage Transfer	\$6,259	\$7,287	\$7,911	\$8,360
522	Administrative Transfer	\$53,670	\$59,205	\$61,733	\$64,461
528	Information Tech. Transfer	\$20,486	\$11,432	\$16,482	\$19,000
532	Office Rent	\$7,838	\$7,838	\$6,422	\$6,422
535	Usage Charge for 100,000 Gallons -Trumble Creek	\$29,858	\$32,368	\$32,000	\$0
	Subtotal	\$384,931	\$352,051	\$441,998	\$410,693
Capital Outlay: from Rates (10100)					
920	Install Lift Station Enclosure	\$4,920	\$10,688	\$10,000	\$0
921	Sand/Cold Mix Storage Shed - Carryover	\$0	\$0	\$25,771	\$25,771
940	Machinery & Equipment	\$16,714	\$0	\$0	\$0
947	Hwy 93 N Bypass Utility Relocate	\$18,986	\$1,997	\$2,000	\$0

SEWER - OPERATIONS & Billing

FUND: 5310-454-430630

EXPENDITURE DETAIL

	ACTUAL FY13/14	ACTUAL FY14/15	BUDGET FY15/16	proposed BUDGET FY16/17
Capital Outlay: from Rates (10100)				
950 Back Up Generator for L.S. 11	\$17,741	\$5,765	\$0	\$0
951 1st Alley EN Pipe Upsize (34% rate 66% impact fees): carryover	\$0	\$87,192	\$20,528	\$20,528
952 Peterson School Alley Replacement	\$0	\$0	\$0	\$284,000
953 Shop Complex Pavement Restoration	\$0	\$0	\$0	\$30,552
956 Lift Station Communication Upgrade	\$0	\$16,315	\$20,000	\$20,000
959 2nd Alley E Replacement	\$0	\$177,694	\$11,650	\$0
960 Manhole Rehabilitation /Sewer Main Repairs	\$23,300	\$12,883	\$50,000	\$50,000
961 2nd Alley WN -Mont to Calf (66% rates 34% impact fee) Carryover	\$0	\$0	\$465,350	\$464,920
Total Capital Outlay	\$81,661	\$312,534	\$605,299	\$895,771
430635 Capital Outlay -Impact Fee funds (10123)				
951 1st Alley EN Pipe Upsize (34% rate 66% impact fees)CARRY	\$0	\$173,965	\$34,035	\$34,035
955 Main & Lift Station Upsize	\$13,971	\$21,777	\$48,345	\$100,000
957 West Side Interceptor Phase I - Carryover	\$0	\$468,420	\$1,329,948	\$953,592
961 2nd Alley WN -Mont to Calf (66% rates 34% impact fee) Carryover	\$0	\$0	\$239,726	\$239,505
Total Capital from Impact Fee Funds	\$13,971	\$664,162	\$1,652,054	\$1,327,132
490204-6xx Debt Service -Principal, Interest, Fiscal Agent Fees	\$96,610	\$96,889	\$96,434	\$96,646
510400-831 Depreciation Expense	\$820,000	\$820,000	\$820,000	\$820,000
Total Sanitary Sewer Operating Budget	\$1,697,684	\$2,554,644	\$3,955,955	\$3,891,811
430620 Sewer Billing				
	FTE's	1.5	1.5	2.0
110 Salaries & Wages		\$68,421	\$70,175	\$89,425
112 Severance		\$0	\$0	\$1,500
153 Health Insurance		\$11,852	\$12,524	\$27,608
155 Retirement - PERD		\$5,030	\$5,214	\$6,936
Subtotal		\$85,304	\$87,913	\$125,186
Materials and Services:				
215 Office Supplies/Computers		\$1,005	\$1,842	\$5,000
353 Auditing and other Contract Services		\$2,450	\$2,920	\$3,000
355 Billing Costs/Postage		\$34,048	\$29,850	\$70,000
373 Dues & Training		\$1,377	\$485	\$2,500
522 Administrative Transfer		\$6,414	\$6,677	\$6,857
528 Information Tech. Transfer		\$29,798	\$22,864	\$37,000
532 Office Rent		\$7,838	\$7,838	\$6,422
Subtotal		\$82,930	\$72,476	\$130,779
Total Sanitary Sewer Billing Budget		\$168,234	\$160,389	\$252,237

SEWER - OPERATIONS

FUND: 5310-454-430630

FY 2017 BUDGET HIGHLIGHTS

Line Item Detail: SANITARY SEWER

218 Equipment - Non Capital - \$4,800 / Safety Equipment & Supplies - \$3,550

\$3,300 - Magnetic Lifters & Dollies \$1,500 - Four Gas Analyzer

354 **Contract Services - \$24,000:** Cost of annual contracts; U-dig fees, generator testing/maintenance, coveralls, estimated system repairs.

373 Dues & Training - \$5,500

An increase of \$2,000 is requested in this budget cycle to promote more advanced training of staff. Proposed technical trainings include, FVCC electrical courses, methods and techniques for grout application in manholes, and sewer camera transporter fundamentals and rebuild course.

425 Materials - Pumps/Lift Stations - \$50,000

The City maintains 40 sewer lift stations which contain 80 pumps and motors, numerous drives, check valves and controls. Many of our pumps have reached the end of their service life cycle. In addition to routine maintenance, repairs were mostly associated with pump and motor failures, or level transmission and control malfunctions. This budget accommodates 5-6 major pump replacements a year.

Capital Outlay: from Rates (10100)

921 Sand/Cold Mix Storage Shed - Carryover \$25,771

This project replaces the current shed that is showing signs of structural failure, rot and decay. The concrete base is also cracked and has been repaired in the past. The new sand shed will be designed to cover the gravel stockpile, cold mix, and sanding materials. Cost shared between/Street, Water, Sewer, & Storm - Total Project Cost \$103,084

952 Peterson School - \$284,000

This project replaces approximately 600 feet of 4", 6" and 8" concrete sewer pipe with 8" PVC gravity sewer main. Root intrusion in the existing sewer main requires maintenance to reduce sewer back up incidents. This project improves service to approximately 20 different properties (SEW-15).

953 Shop Complex Pavement Restoration - \$30,552

The project involves replacement of the degraded asphalt surface inside the fenced area of the City Shop Complex and the installation of a new storm water quality treatment device. The asphalt at the City Shop Complex is deteriorated beyond simple patch work and necessitates replacement. The asphalt replacement triggers storm water treatment requirements stipulated by the MS4 permit and promotes good stewardship for clean water discharges to Ashley Creek. Cost shared between/Water, Sewer, Storm, Streets, & Solid Waste - Total Project Cost \$152,760

956 Lift Station Communication Upgrade - \$20,000

This multi-year project replaces up to five lift station landline based alarm systems with cell phone web based alarm and data collection. Currently, operators are alerted of lift station failures through landline phones. The proposed Mission Communication System collects necessary facility data that is published through a web based program reviewed daily by operators. 14 mission units are currently installed and additional units will be purchased and phased into the operational system over the next 7 years (SEW-72).

SEWER - OPERATIONS

FUND: 5310-454-430630

FY 2017 BUDGET HIGHLIGHTS

Line Item Detail: SANITARY SEWER

Capital Outlay: from Rates (10100) Cont.

960 Manhole & Sewer Main Rehabilitation & Replacement - \$50,000

This project would allow for the reconstruction or replacement of sanitary sewer manholes and mains that have deteriorated and are approaching a potential failure. The sewer crews review and record the function of manholes and mains. During this review, crews prioritize the potential projects according to the severity of the deterioration. This project also includes \$14,700 to purchase a sectional point repair system to slip line short sections of failing sewer mains. This system utilizes trenchless technology to reline collapsed sections of sewer main under 7 feet in length. The proposed system will reduce contractor costs by performing small repairs in-house with no subsurface excavation (SEW-33).

Capital Outlay - Impact Fee Funds (10123)

955 Main & Lift Station Upsize -\$100,000

\$100,000 - Misc. sewer contract main upsize, facility enlargements, or regional lift station (SEW-52).

957 West Side Interceptor Phase 1 -Three Mile Drive and Spring Creek Project - Carryover \$953,592

This project is for the design engineering and construction to install approximately 20,000 lineal feet of sanitary gravity sewer main, a rail road crossing, a highway crossing and other related items. This is the proposed first phase of the West Side Interceptor, extending new main from a connection at 10th Street West and 5th Ave West, west and then north across Three Mile Drive to an area south of Section 35. The design for the project will include growth forecasts; sanitary sewer modeling; topographic, property, and utility surveys; development and negotiations for easements and land acquisition; development of project design plans and specifications; and bidding and negotiation services (SEW-55).

Capital Outlay - Carryover \$20,528 from Rates (10100) and \$34,035 from Impact Fee Funds (10123)

951 1st Alley EN Pipe Upsize - Carryover \$54,563

This project replaces 1,110 ft of 8" gravity sewer main with a 12" sewer main from E Nevada St to E Washington. The pipe increase will eliminate the current surcharging and main backage created from upstream development's increase flow to the down gradient sewer conveyance system. The existing 8" gravity sewer main is downstream of the large sewage flow basin associated with the Buffalo Hill Lift Station (LS 9). The force main from LS 9 was upsized from an 8" to a 10" diameter pipe in 2007. The force main upsize allows more wastewater flow when the pumps are running. The force main outlets into the gravity conveyance system approximately 4 blocks north of the beginning of 1st Ave E Alley Sewer Replacement project. The project cost will be paid for by sewer rates and impact fees. The new 12" pipe enables 66% more wastewater flow through the upsized conveyance section (SEW-47).

Capital Outlay - \$464,920 from rates (10100) and \$239,505 from impact fee funds (10123)

961 2nd Alley WN from Montana to California Upsize - Carryover \$704,425

2nd Alley WN from MT to CA: This project replaces 1,350' of 8" clay sewer main with a 10" sewer main from Montana to California. The pipe increase and replacement will eliminate the current surcharging created from root intrusion, aging deteriorated pipe and new development increase flow. This section of sewer is downstream of a large sewage flow basin associated with the hospital and WN area of the city. The project cost will be paid for by sewer rates and impact fees (SEW-67).

WASTEWATER TREATMENT PLANT

FUND: 5310-455-430640

EXPENSE DETAIL

		ACTUAL FY13/14	ACTUAL FY14/15	BUDGET FY15/16	proposed BUDGET FY16/17
Personal Services:	FTE's	5.55	5.55	6.55	6.55
110 Salaries & Wages		\$337,210	\$346,238	\$448,294	\$448,865
111 Seasonal Salaries		\$2,996	\$687	\$5,000	\$5,000
112 Severance		\$0	\$0	\$1,500	\$0
121 Overtime		\$21,554	\$21,115	\$22,500	\$22,500
153 Health Insurance		\$60,268	\$59,423	\$84,419	\$88,992
155 Retirement - PERD		\$25,704	\$26,608	\$32,035	\$32,463
Subtotal		\$447,732	\$454,071	\$593,747	\$597,820
Maintenance & Operations:					
210 Office Supplies/Equip/Computers		\$3,215	\$6,413	\$10,000	\$10,000
218 Safety Equipment & Supply		\$1,961	\$1,362	\$2,700	\$2,700
225 Alum		\$18,343	\$11,324	\$20,000	\$20,000
226 Chemicals		\$15,458	\$15,964	\$19,000	\$19,000
229 Other Supplies/Janitorial/Consumable Tools/Equip Rental		\$6,482	\$3,570	\$7,000	\$7,000
231 Gas & Oil		\$14,677	\$11,807	\$18,500	\$18,500
312 Postage & Shipping		\$227	\$259	\$350	\$350
336 Licenses and Fees		\$5,712	\$6,457	\$11,000	\$10,000
341 Electricity		\$166,524	\$169,944	\$178,500	\$178,500
342 Water		\$5,238	\$7,549	\$6,500	\$7,500
344 Natural Gas		\$58,626	\$47,458	\$65,000	\$65,000
345 Telephone & Alarms		\$4,566	\$5,219	\$5,000	\$5,500
353 Auditing		\$4,000	\$4,000	\$4,000	\$4,000
354 Contract Services-Glacier Gold		\$121,130	\$123,822	\$124,000	\$124,000
355 Other Contract Services		\$25,103	\$29,678	\$30,000	\$30,000
356 Consult-Elec Eng/Permit Asst /Optimization & Bio Solid Studies		\$18,634	\$21,575	\$145,000	\$100,000
358 Consultant - TMDL		\$0	\$6,687	\$15,000	\$15,000
360 Maintenance Service -Misc.		\$26,353	\$19,624	\$30,000	\$30,000
366 Building Maintenance		\$2,192	\$24,590	\$60,000	\$36,000
373 Dues, Training & Training Materials		\$5,516	\$3,841	\$7,500	\$7,500
388 Medical Services		\$444	\$220	\$500	\$500
510 Property & Liability Insurance		\$40,625	\$37,695	\$40,000	\$45,000
521 Central Garage Transfer		\$19,161	\$17,519	\$12,822	\$12,033
522 Administrative Transfer		\$117,592	\$116,638	\$104,138	\$112,237
528 Information Tech. Transfer		\$25,560	\$17,148	\$24,723	\$27,500
Subtotal		\$707,339	\$710,363	\$941,233	\$887,820

WASTEWATER TREATMENT PLANT

FUND: 5310-455-430640

EXPENSE DETAIL

	ACTUAL FY13/14	ACTUAL FY14/15	BUDGET FY15/16	proposed BUDGET FY16/17
430640 Capital Outlay: Operating Funds				
920 Main/Digester roof FY14; Roof & Lighting FY15	\$46,626	\$55,783	\$0	\$0
921 Evergreen Sewer Sampling Equipment & Bld	\$0	\$0	\$0	\$40,000
940 Coat Equalization Basin - Carryover	\$0	\$16,505	\$0	\$0
Subtotal	\$46,626	\$72,288	\$0	\$40,000
430644 Capital Outlay: Bonded				
935 Construction Digester Lid	\$770,160	\$7,823	\$0	\$0
430645 WWTP Replacement Funds:Evg (10125)				
362 Equipment Maintenance	\$87,382	\$58,454	\$100,000	\$100,000
920 R.A.S Bld & Storage Warehouse Roof Replcmnt	\$0	\$0	\$0	\$40,000
933 Solid Dewatering Carryover	\$53,186	\$508,383	\$295,233	\$100,000
934 Secondary Digester Lid FY16 Inspection;FY17 Design	\$0	\$0	\$31,500	\$531,500
936 Digested Sludge Line Replacement Carryover	\$0	\$0	\$300,000	\$300,000
937 Sand Filter Maintenance & Replacement	\$0	\$0	\$0	\$200,000
940 Machinery & Equipment	\$0	\$162,527	\$75,000	\$182,500
Subtotal	\$140,568	\$729,364	\$801,733	\$1,454,000
4902xx-6x Debt Service	\$1,083,553	\$1,091,265	\$1,084,967	\$1,085,055
831 Replacement Reserve-Evergreen	\$411,599	\$411,599	\$411,599	\$450,000
Depreciation Expense (non cash)	\$1,425,000	\$1,425,000	\$1,425,000	\$1,425,000
Subtotal WWTP	\$5,032,577	\$4,901,773	\$5,258,279	\$5,939,695
430646 Laboratory Operations - Personal Services: FTE's	2.0	2.0	2.0	2.0
110 Salaries & Wages	\$113,078	\$121,616	\$129,261	\$106,284
153 Health Insurance	\$20,676	\$26,744	\$29,319	\$20,932
155 Retirement - PERD	\$8,059	\$8,769	\$9,177	\$7,630
Subtotal	\$141,813	\$157,129	\$167,756	\$134,847
Maintenance & Operations:				
210 Office Supplies/Computers/other Supplies/Shipping	\$2,502	\$1,724	\$4,500	\$4,500
218 Equipment	\$1,452	\$1,769	\$2,500	\$2,500
222 Lab Supplies	\$8,292	\$8,058	\$8,500	\$9,500
349 Lab services /Permit & Pretreatment Testing	\$9,252	\$16,382	\$29,000	\$29,000
362 Equipment Maintenance	\$5,381	\$2,141	\$4,000	\$5,500
373 Dues & Training, Licenses	\$979	\$1,636	\$2,700	\$3,700
Subtotal	\$27,858	\$31,710	\$51,200	\$54,700
Subtotal Laboratory	\$169,671	\$188,839	\$218,956	\$189,547
Total Treatment Plant	\$5,202,248	\$5,090,612	\$5,477,237	\$6,129,243

WASTEWATER TREATMENT PLANT

FUND: 5310-455-430640

FY 2017 BUDGET HIGHLIGHTS

Line Item Detail - Wastewater Treatment Plant

342 Water - \$7,500

Increased \$1,000 to reflect actual costs.

355 Other Contract Services - \$30,000

Rag /grit and landfill biosolids disposal fees and other contract services.

356 Consultant - Electrical Engineer, Permit Compliance & Bio Solids Study - \$100,000

\$20,000 Electrical Engineer - Continue to update the 1992 antiquated computer control programming for operations of the modernized equipment in the current plant. Ongoing trouble shooting when failures occur in communications and the computer control program.

\$40,000 - Permit Compliance : Optimization Study & Temperature Monitoring/Evaluation -

The future implementation of numeric water quality standards and Flathead Lake TMDL by MDEQ will limit the amount of nutrients discharged from the WWTP. Kalispell is unable to meet the required nutrient limits, and was issued a general nutrient standard variance as outlined in SB 367. The new permit requires dischargers receiving a variance to perform an optimizing study. The optimization study requires evaluation of the current facility operation to optimize nutrient reduction with existing infrastructure and analyzes cost-effective methods of reducing nutrient loading, including but not limited to nutrient trading without substantial investment in new infrastructure. The analysis is to include cost-effective methods of reducing nutrient loading without substantial investment in new infrastructure, there should not be structural changes, and there should not be an increase in rates. MDEQ's expectation is the study be performed by a third party professional engineer specializing in wastewater nutrient removal processes, and includes modeling of alternative plant configuration and operation scenarios to determine if operational modification could be made to achieve better nutrient removal performance. The study must also explore the feasibility of nutrient trading within the watershed. Temperature Monitoring: The city of Kalispell has been issued a new waste water discharge permit from MT. D.E.Q. in Aug. 2015. The permit mandates the development of a temperature and flow monitoring plan for instream and effluent discharge. The monitoring plan has been submitted, approved, and implementation of the plan will begin on July 1, 2016. This new mandate is in response to the state adopted Temperature TMDL for Ashley Creek.

\$40,000 - Bio Solids Disposal Study - As the City approaches the capacity of the Glacier Gold Composting facility of 600 dry/tons per year we need to explore alternative means of sludge disposal. These funds would be used to research alternative disposal options.

358 Consultants - Total Maximum Daily Load (TMDL) / Permit - \$15,000

The State of Montana is under Federal Court order to develop a TMDL for pollutants flowing from the Flathead basin into Flathead lake. TMDL restrictions will have some consequences for the City's historical ability to drain storm waters to Flathead tributaries and its community wastewater to Ashley creek. A TMDL that is restrictive could impair the City's ability to grow and would raise the cost of treating community wastewater and storm water discharges. We have engaged an experienced consultant to provide assistance to the City for working with MDEQ to develop a satisfactory TMDL. This budget item also includes funds for potential legal costs related to the TMDL issue.

WASTEWATER TREATMENT PLANT

FUND: 5310-455-430640

FY 2017 BUDGET HIGHLIGHTS

Line Item Detail - Wastewater Treatment Plant

366 Building Maintenance - \$36,000

\$10,000 - Headwork's Interior Painting

The interior of the headwork building was originally painted in 1992. Corrosion is causing interior rusting problems creating coating needs.

\$16,000 - Exterior Building Painting

The headwork, lift station, and small storage building are in need of repainting due to age, original flat base paint, and the caustic environment created by wastewater.

\$10,000 - Misc building repairs and maintenance to multiple WWT buildings.

430640 Capital Outlay - Operating Funds

921 Evergreen Sewer Sampling Equipment & Shack - \$40,000

Per the Interlocal agreement with Evergreen Sewer & Water the WWTP tests the strength of Evergreen's discharge to the WWTP.

Sampling equipment in the Evergreen sewer discharge shack and the headwork building was installed in 2008. The equipment is in poor condition and needs updating to meet current sampling protocol. The current sampling shack is too small to fit the updated sampler. The project includes installation of a monolithically slab, a larger sampling shack, odor control for safe entry, and the purchase of (2) composite samplers.

430645 Capital Outlay - Replacement Funds

362 Equipment Maintenance - \$100,000 - The WWT plant maintains a long list of equipment some of which includes 76 pumps, 210 valves, air compressors, gas boilers, sand filters, air blowers, fans, motors etc. The original 1992 plant is reaching the expected life span of 25 years and therefore increases in equipment replacement, rehabilitation, and maintenance is expected. Most of the smaller pump replacement costs range in \$12,000 - \$15,000 range. The larger digester mixer pumps cost \$50,000 and an air blower replacement costs would exceed the \$125,000 range. The U.V. disinfection system consists of 2 banks of U.V. bulbs (200 bulbs). Bulbs are designed to run for 12,000 hours. Current bulb run time is over 36,000 hours. \$11,000 will be utilized to replace one bank (100 bulbs) of bulbs per year. (WWTP-1604).

920 R.A.S. Building & Storage Warehouse Roofing Replacement - \$40,000

Under heavy rain conditions the R.A.S. building roof leaks. In the past, major rain events have resulted in equipment damage.

The storage warehouse was built in the 1970's and has never had the roofing replaced. Replacements of these roofs will protect valuable electrical equipment from water damage.

933 Solids Dewatering Design & Construction - Carryover \$100,000

The 2008 Facility Plan Update included \$1.9 million to update the Solids Dewatering in Phase 3 of the AWWTP Expansion. The installation of 1 new screw press is a portion of the suggested improvements to replace 1 of 2 belt filter press (WWTP-1715).

934 Secondary Digester Lids Replacement - FY16 Carryover 31,500; New Appropriation \$500,000

The Secondary Digester Lids were originally installed in 1992. The steel floating lids were protective coated in 1997 due to the corrosive environment. The coatings were designed to last 10 + years, and the coating/metal are now showing signs of rusting. An inspection by a qualified coating and structural expert will help to assess the necessity of further action with coatings or lid replacements. Budget for this project includes inspection, design and coating of the TWAS and secondary digesters. Specific cost for coating will be adjusted following inspection results (WWTP-1711).

WASTEWATER TREATMENT PLANT

FUND: 5310-455-430640

FY 2017 BUDGET HIGHLIGHTS

Line Item Detail - Wastewater Treatment Plant

430645 Capital Outlay - Replacement Funds Continued

936 Digested Sludge Line Replacement -Carryover \$300,000

This project replaces the digester sludge line which runs from the digesters (3) to the solids dewatering building. Sludge having gone through the digestion process for solids reduction is then pumped from the digester building to the solids dewatering building where it is dewatered and hauled to Glacier Gold. The digester sludge line is experiencing failure due to corrosion and has developed three holes/breaks in the past four years (WWTP-1725).

937 Sand Filters Maintenance and Replacement - \$200,000

This project involves replacement of eroded away and displaced sand, and the replacement and rehabilitation of the filter units in order to improve functionality. After 24 years of service the sand filters are worn, cracked, and no longer operate at optimum capacities. Engineering support will be required for rehabilitation which will be determined once the filters are inspected (WWTP-1608).

940 Machinery & Equipment Replacement Fund - \$182,500

\$21,000 Backup Plant Air Compressor - This would replace two 1984 air compressors we can no longer get parts for with one air compressor.
\$8,500 - Lawn Tractor - Replacement of a 2003 Lawn Tractor. The mower is used to maintain 23 acres at the WWT plant.
\$11,000 - Lift Station Make Up Air Replacement - Current unit is 24 yrs old and is rusted out allowing water to leak in causing electrical issues.
\$10,000 - Lab Flask Scrubber Dishwasher - Current lab sanitizer is 9 years old and in need of replacement.
\$32,000 - Replace Fermenter Recirculation Pump (WWTP-310).
\$100,000 - Secondary Clarifier Covers - North & South to eliminate algae growth (WWTP-1607).

Laboratory Operations:

349 Lab Services/Permit & Pretreatment Testing - \$29,000

Pretreatment Program: The City of Kalispell was issued a new wastewater discharge permit from the Department of Environmental Quality in 2015. The permit mandates increased sampling parameters and analysis from the treatment facility influent and effluent for the presence of toxic pollutants as a part of the pretreatment program.

362 Equipment Maintenance - \$5,500

Increasing this line item by \$1,500.00 due to the age of the lab equipment, i.e., BOD incubator, water purification unit, and refrigerator, and increasing replacement costs.

373 Dues & Training - \$3,700

The Lab recently hired a new Chemist and a new Lab Tech. Both will need extra training to help them obtain Wastewater licenses from MDEQ.

<p style="text-align: center;">STORM SEWER ACCOUNT # 5349-453</p>

PURPOSE OF THIS DEPARTMENT: Why does this department exist?

The purpose of this department is to provide for a means of storm water conveyance to designated storm water management areas and outfalls, thus reducing the localized and undesirable occurrence of storm water ponding. Responsibilities also include implementation of the Storm Water Management Program to minimize pollutant run off to waterbodies in accordance with State and Federal Regulations.

DEPARTMENT PERSONNEL: (6.20 FTE)

.10 Public Works Director	.60 Assistant Civil Engineer (Engineer II)
.25 Senior Civil Engineer (City Engineer)	.25 Engineering Tech/GIS/IT Support
.15 Budget Resource Manager	.20 Administrative Assistant
.25 Construction Manager	.50 Storm/Sewer Maintenance Supervisor
.10 Administrative Coordinator	2.5 Storm Maintenance
.20 Project Manager (Engineer II)	.25 Special Street Maintenance Operator
.05 Road and Fleet Superintendent	.20 General Laborer
.20 Assessment Coordinator	.40 Utility Management Superintendent

GOALS OF THIS DEPARTMENT: What are the departmental goals that support the purpose?

1. To maintain and operate the storm water collection, detention, and treatment facilities for the conveyance of storm water.
 2. Implement requirements of the Municipal Separate Storm Sewer System Discharge Permit (MS4).
-

INTENDED OUTCOMES FROM BUDGET EXPENDITURES

The FY17 budget for Storm Sewer recommends continuation of capital projects to improve conveyance of a deteriorated system, improve water quality, and improve the function of a regional detention facility. The budget also provides for several improvements for storm water conveyance systems within the community, at the City's Shop Complex and supports the development/implementation of the MS4 Storm Water Management Permit requirements.

STORM SEWER

FUND: 5349-453-430246

PROJECTED REVENUE AND FUND SUMMARY

	ACTUAL FY14/15	BUDGET FY15/16	estimated ACTUAL FY15/16	proposed BUDGET FY16/17
<u>BEGINNING CASH</u>				
10100 CASH: Operating	\$895,162	\$1,107,326	\$1,107,326	\$1,156,912
10120 Cash, Impact Fees	\$1,056,838	\$1,160,924	\$1,160,924	\$1,412,924
10122 Cash, Capital Reserve	\$140,000	\$140,000	\$140,000	\$140,000
10127 Cash, Emergency Reserve	\$25,000	\$25,000	\$25,000	\$25,000
10190 Cash, Designated for Equipment Replacement	\$54,982	\$91,186	\$91,186	\$131,186
10193 Cash, Designated Capital Projects	\$515,844	\$65,844	\$65,844	\$115,844
Total Cash	\$2,687,826	\$2,590,280	\$2,590,280	\$2,981,866
<u>REVENUES</u>				
343370 Storm Assessments-billed (10100)	\$743,321	\$756,000	\$761,000	\$760,000
Assessments -designated for equipment (10190)	\$40,000	\$40,000	\$40,000	\$40,000
Assessments-designated for capital projects (10193)	\$50,000	\$50,000	\$50,000	\$50,000
Bonded Debt	\$0	\$0	\$0	\$382,000
334040 Petro Tank/Monitory Reimbursement (10100)	\$2,765	\$2,500	\$4,800	\$2,500
343035 Permit fees & other Charges for Service (10100)	\$12,714	\$1,000	\$2,000	\$1,000
363040 Penalty & Interest (10100)	\$1,895	\$2,000	\$786	\$1,000
371010 Interest (10100)	\$17,579	\$15,000	\$18,000	\$18,000
343033 Impact Fees (10120)	\$104,086	\$142,500	\$247,000	\$142,500
Impact Fee 5% Admin (10100)	\$5,478	\$7,500	\$13,000	\$7,500
Total Revenue	\$977,838	\$1,016,500	\$1,136,586	\$1,404,500
Total Available	\$3,665,664	\$3,606,780	\$3,726,866	\$4,386,366
<u>EXPENSES</u>				
EXPENSES FROM RATES (10100)	\$1,071,588	\$1,422,413	\$745,000	\$1,471,483
Capital Outlay -impact fee (10120)	\$0	\$130,000	\$0	\$130,000
Capital Equipment - replacement (10190)	\$3,796	\$42,264	\$0	\$43,000
Capital Outlay - Bonded Debt	\$0	\$0	\$0	\$382,000
Depreciation (non-cash expense)	\$285,000	\$285,000	\$285,000	\$285,000
Total Expenses	\$1,360,384	\$1,879,677	\$1,030,000	\$2,311,483
add back depreciation/other	\$285,000	\$285,000	\$285,000	\$291,422
<u>ENDING CASH</u>				
10100 Cash, Operating	\$1,107,326	\$506,177	\$1,156,912	\$647,695
10120 Cash, Impact Fees	\$1,160,924	\$1,178,424	\$1,412,924	\$1,425,424
10122 Cash, Capital Reserve (target \$140,000)	\$140,000	\$140,000	\$140,000	\$140,000
10127 Cash, Emergency Reserve (target \$25,000)	\$25,000	\$25,000	\$25,000	\$25,000
10190 Cash, Designated Equipment Replacement	\$91,186	\$46,658	\$131,186	\$128,186
10193 Cash, Designated Capital Projects	\$65,844	\$115,844	\$115,844	\$0
	\$2,590,280	\$2,012,103	\$2,981,866	\$2,366,305

STORM SEWER

FUND: 5349-453-430246

EXPENSE DETAIL

	ACTUAL FY13/14	ACTUAL FY14/15	BUDGET FY15/16	proposed BUDGET FY16/17
Personal Services:	6.20	6.20	6.20	6.20
110 Salaries & Wages	\$323,330	\$322,178	\$354,364	\$360,758
112 Severance	\$0	\$0	\$1,500	\$0
121 Overtime	\$1,882	\$946	\$4,000	\$4,000
153 Health Insurance	\$68,472	\$63,729	\$84,814	\$81,030
155 Retirement	\$23,311	\$23,408	\$25,357	\$26,448
Subtotal	\$416,995	\$410,261	\$470,035	\$472,236
Maintenance & Operations:				
210 Office Supplies/Equip/Computer/GIS	\$4,652	\$8,038	\$10,100	\$10,100
218 Equipment (non capital)/ Safety Equip & Supplies	\$3,500	\$4,151	\$6,550	\$6,550
229 Other Supplies/Consumable Tools	\$2,281	\$550	\$2,200	\$2,200
231 Gas & Oil	\$9,486	\$10,670	\$11,500	\$11,500
345 Telephone & Communication	\$528	\$504	\$800	\$800
353 Auditing	\$2,340	\$2,340	\$2,340	\$2,340
354 Contract Services	\$1,892	\$2,351	\$6,000	\$6,000
356 Storm Water Reg Compliance Program/Permit	\$14,185	\$14,057	\$25,000	\$35,000
357 Impact Fee Update (FY 17 Carryover)	\$0	\$0	\$50,000	\$50,000
358 Consultants	\$0	\$0	\$7,000	\$7,000
359 Consultants/TMDL / Permit	\$0	\$6,687	\$15,000	\$15,000
360 Repair & Maint Services	\$1,328	\$1,912	\$2,500	\$2,500
362 Groundwater Monitoring	\$4,436	\$2,181	\$7,500	\$6,500
371 Curb & Gutter	\$5,032	\$4,316	\$7,000	\$7,000
373 Dues & Training	\$2,218	\$896	\$3,500	\$5,500
388 Medical Services	\$0	\$0	\$100	\$100
410 Construction Materials	\$637	\$3,047	\$10,000	\$10,000
510 Liability Ins. (\$5,000; \$5,000 uninsured loss)	\$7,394	\$4,918	\$10,000	\$10,000
521 Central Garage Transfer	\$6,259	\$7,287	\$7,911	\$8,360
522 Administrative Transfer	\$28,416	\$34,352	\$35,523	\$39,752
528 Information Tech Transfer	\$7,301	\$8,574	\$12,361	\$13,000
530 Lease Payments/BNSF	\$5,263	\$5,541	\$5,900	\$5,900
532 Office Rent	\$7,838	\$7,838	\$6,422	\$6,422
Subtotal	\$114,986	\$130,210	\$245,207	\$261,524

STORM SEWER

FUND: 5349-453-430246

EXPENSE DETAIL-Con't.

	ACTUAL FY13/14	ACTUAL FY14/15	BUDGET FY15/16	proposed BUDGET FY16/17
430246 Capital Outlay: from rates (10100)				
921 Sand/Cold Mix Storage Shed -Carryover	\$0	\$0	\$25,771	\$25,771
944 Vacuum Jet Truck - 38%	\$124,203	\$0	\$0	\$0
951 9th St. E. Stormwater Imprv	\$0	\$204,672	\$0	\$0
952 Storm Drain Correction Funds	\$0	\$90,352	\$100,000	\$100,000
953 Willows Prj FY14&15; Shop Complex Pavement Restoration	\$66,387	\$5,067	\$0	\$30,552
954 S. Meadows Phase 1-Fy12; Phase2-FY13,Phase3-FY14	\$0	\$231,026	\$0	\$0
955 Sylvan Dr Repair Phase 1-FY16 Carryover	\$0	\$0	\$581,400	\$581,400
Subtotal	\$190,590	\$531,117	\$707,171	\$737,723
Capital Outlay: Bonded				
969 4th Ave E. Replace Phase 1-4	\$0	\$0	\$0	\$382,000
430248 Capital Outlay: Impact Fee \$ (10120)				
953 Willows Stormwater Improvement Prj	\$23,929	\$0	\$0	\$0
960 Stormwater Facility Upsizing	\$43,653	\$0	\$130,000	\$130,000
Subtotal	\$67,582	\$0	\$130,000	\$130,000
430249 Capital Outlay: from Replacement \$ (10190)				
840 Machinery & Equipment-MACI Match (transfer fy16/17)	\$20,474	\$3,796	\$42,264	\$43,000
944 Vacuum Jet Truck - 62%	\$202,646	\$0	\$0	\$0
Subtotal	\$223,120	\$3,796	\$42,264	\$43,000
510400				
831 Depreciation:	\$285,000	\$285,000	\$285,000	\$285,000
Total	\$1,298,273	\$1,360,384	\$1,879,677	\$2,311,483

STORM SEWER

FUND: 5349-453-430246

FY 2017 BUDGET HIGHLIGHTS

Line Item Detail: STORM SEWER FUND

356 Storm Water Regulatory Compliance Program/Permit Fees - \$35,000

The Stormwater MS4 Permit requires the City to implement a Stormwater Management Program (SWMP). The SWMP outlines and defines Best Management Practice (BMPs) and Programs the City will implement and maintain to meet the regulatory requirements. Programs to implement and/or maintain are outlined and require yearly funding, these include: 1) Erosion and sediment control annual training, 2) Public education and participation handouts and advertising, 3) Storm drain ID decals, 4) Car wash equipment, 5) Good housekeeping BMPs, 6) Site inspection and enforcement for post construction structural BMPs, 7) Illicit discharge monitoring and removal. Stormwater permit consultant fee provides technical support with the MS4 update (\$8,564 year for two years-total \$17,128). City of Kalispell and other MS4 cities are working with MDEQ to develop a new State of Montana MS4 stormwater general permit and a stormwater manual to meet our common needs. Kalispell's portion to develop the MS4 manual is \$15,730.

430246 Capital Outlay: from Rates (10100)

921 Sand/Cold Mix Storage Shed -Carryover \$25,771

This project replaces the current shed that is showing signs of structural failure, rot and decay. The concrete base is also cracked and has been repaired in the past. The new sand shed will be designed to cover the gravel stockpile, cold mix, and sanding materials. Cost shared between/Street, Water, Sewer, & Storm - Total Project Cost \$103,084

952 Storm Drain Correction - \$100,000

The goal of this project is to provide design and construction for areas in the City that are in need of storm drainage systems and storm drainage system upgrades. Projects include:

- Areas in sections of the City that have extensive ponding at the intersection caused from rain events.
- Improve curb and gutter flow to eliminate ponding and deterioration of pavement.

953 Shop Complex Pavement Restoration - \$30,552

The project involves replacement of the degraded asphalt surface inside the fenced area of the City Shop Complex and the installation of a new storm water quality treatment device. The asphalt at the City Shop Complex is deteriorated beyond simple patch work and necessitates replacement. The asphalt replacement triggers storm water treatment requirements stipulated by the MS4 permit and promotes good stewardship for clean water discharges to Ashley Creek. Cost shared between/Water, Sewer, Storm, Streets, & Solid Waste - Total Project Cost \$152,760

STORM SEWER

FUND: 5349-453-430246

FY 2017 BUDGET HIGHLIGHTS

430246 Capital Outlay: from Rates (10100) Continued

955 Sylvan Drive Stormwater Repair Phase 1 -Carryover 581,400

The Sylvan Drive stormwater system services a large drainage basin in the west and northwest areas of Kalispell. The system consists of large stormwater pipes, manholes and a detention facility that discharges to the natural drainage backwater channel of the Stillwater River. This project is necessitated due to the severe corrosion of the invert section of the 750' corrugated metal pipe and manholes. The project will be performed in two phases. The first phase, being the removal and replacement of the deteriorated pipe and the installation of a Water Quality treatment device (STX-39).

Capital Outlay: from Bonded Debt

969 4th Avenue Stormwater Replacement - \$382,000

This is a stormwater drainage improvement project which will be designed in-house and the construction coordinated with the 14 block water main and road reconstruction on 4th Ave E from Center St to 14 St E. 4th Ave E's storm drain and piping infrastructure is deteriorated and the conditions necessitate reconstruction and additional stormwater piping/manhole improvements (STX-54).

430248 Capital Outlay: from Impact Fees (10120)

960 Stormwater Facility Upsizing - \$130,000

\$130,000 - Misc. Stormwater contract main upsize, and or facility enlargements. Increase due to new development in Section 36 and Highway 93 South.

430249 Capital Outlay: from Replacement (10190)

840 MACI Grant Match - \$43,000- operating transfer to MACI grant

The State is once again proposing to provide local governments the opportunity to purchase air quality management equipment, like street sweepers, through the Montana Air & Congestion Initiative (MACI). The City is proposing to purchase a new street sweeper (replacing a 2009 model) in order to continue to support the City's Stormwater Management Program. As a permitted Municipal Separate Storm Sewer System (MS4), the City of Kalispell is required to develop controls in order to reduce or eliminate the discharge of pollutants from streets, roads, highways, municipal parking lots, maintenance and storage yards, vehicle fleet or maintenance shops with outdoor storage areas, salt/sand storage locations, and snow disposal areas operated by the permittee. As part of the Stormwater Management Program, a Street Sweeping Program has been developed to meet permit requirements. By implementing the Street Sweeping Program and performing routine street sweeping, the City is able to meet permit requirements by collecting sediments, metals, organics, and oil and grease wastes that would otherwise be transported by stormwater runoff to surface waters.

<p style="text-align: center;">SOLID WASTE ACCOUNT # 5510-460</p>

PURPOSE OF THIS DEPARTMENT: Why does this department exist?

The Solid Waste Department collects and disposes of solid waste material from residential and commercial entities to provide a cleaner and healthier condition for the City of Kalispell.

DEPARTMENT PERSONNEL: (7.40 FTE)

.10 Public Works Director	.20 Administrative Assistant
.15 Budget Resource Manager	.15 Project Manager (Engineer II)
.20 Assessment Coordinator	5 Solid Waste Operators
.20 Administrative Coordinator	1 Solid Waste Supervisor
.30 Road and Fleet Superintendent	.10 General Laborer

GOALS OF THIS DEPARTMENT: What are the departmental goals that support the purpose?

1. Collect, handle, and transport solid waste in a safe and effective manner.
 2. Provide solid waste services to the community of Kalispell in a respectable and reliable manner.
-

INTENDED OUTCOMES FROM BUDGET EXPENDITURES

The FY17 expenditures promotes the continuation of solid waste collection and transport operations to service existing and new residential/commercial customers while maintaining a high level of service. Equipment replacement expenditures include replacement of an older service truck utilized for plowing and sanding alleys, individual requests and service support call outs.

SOLID WASTE

FUND: 5510-460-430840;430845

PROJECTED REVENUE AND FUND SUMMARY

		ACTUAL FY14/15	BUDGET FY15/16	estimated ACTUAL FY15/16	proposed BUDGET FY16/17
<u>BEGINNING CASH</u>					
10100	Cash: Operating	\$754,474	\$828,089	\$828,089	\$796,611
10120	Replacement Account	\$114,937	\$230,839	\$230,839	\$117,480
	Total Cash	<u>\$869,411</u>	<u>\$1,058,928</u>	<u>\$1,058,928</u>	<u>\$914,091</u>
<u>REVENUES</u>					
343410	Assessments	\$944,910	\$954,436	\$956,525	\$955,000
343420	garbage collections billed (part year)	\$25,836	\$23,000	\$21,500	\$21,500
363040	Penalty & Interest	\$2,555	\$2,500	\$2,100	\$2,100
371010	Interest Earnings	\$5,564	\$5,000	\$5,700	\$6,000
343360	Misc.	\$46,692	\$0	\$7,697	\$0
	Total Revenue	<u>\$1,025,557</u>	<u>\$984,936</u>	<u>\$993,522</u>	<u>\$984,600</u>
	Total Available	<u>\$1,894,968</u>	<u>\$2,043,864</u>	<u>\$2,052,450</u>	<u>\$1,898,691</u>
<u>EXPENSES</u>					
	Total Expenses from Rates (10100)	\$755,442	\$951,644	\$875,000	\$1,002,059
	Capital Outlay -Replacement (10120)	\$80,598	\$324,500	\$263,359	\$48,000
	*Depreciation/Replacement Fund	\$150,000	\$150,000	\$150,000	\$150,000
	Total Expenses	<u>\$986,040</u>	<u>\$1,426,144</u>	<u>\$1,288,359</u>	<u>\$1,200,059</u>
	add back transfer to replacement account	\$150,000	\$150,000	\$150,000	\$150,000
	add back prepaid rent				\$6,422
<u>ENDING CASH</u>					
10100	Operating	\$828,089	\$711,381	\$796,611	\$635,574
10120	Replacement Account	\$230,839	\$56,339	\$117,480	\$219,480
	Total Cash	<u>\$1,058,928</u>	<u>\$767,720</u>	<u>\$914,091</u>	<u>\$855,054</u>

SOLID WASTE

FUND: 5510-460-430840;430845

EXPENSE DETAIL

		ACTUAL FY13/14	ACTUAL FY14/15	BUDGET FY15/16	proposed BUDGET FY16/17
Personal Services:	FTE's	7.40	7.40	7.40	7.40
110	Salaries & Wages	\$369,765	\$372,599	\$404,181	\$399,776
112	Severance	\$0	\$0	\$61,975	\$60,455
121	Overtime/Call Outs	\$4,538	\$4,863	\$5,500	\$5,500
153	Health Insurance	\$81,713	\$80,796	\$95,330	\$106,280
155	Retirement - PERD	\$26,503	\$26,942	\$28,610	\$28,993
	Subtotal	\$482,519	\$485,200	\$595,596	\$601,004
Materials and Services:					
213	Office Equip/ Computer Equip & Supplies	\$5,524	\$5,970	\$9,500	\$9,500
218	Non Capital Equip.- Garbage Containers	\$29,297	\$28,282	\$35,000	\$35,000
229	Other Supplies/Safety Equip/Consumable Toc	\$3,646	\$3,035	\$5,500	\$5,500
231	Gas and Oil	\$57,372	\$47,761	\$61,500	\$60,000
341	Electricity	\$1,555	\$1,353	\$1,950	\$1,950
344	Natural Gas	\$4,203	\$3,211	\$4,900	\$4,900
345	Telephone	\$906	\$695	\$850	\$850
354	Contract Services	\$9,204	\$5,008	\$9,000	\$9,000
362	Equipment Maint. & Supplies/Radios	\$1,319	\$2,206	\$5,700	\$5,700
366	Building Maintenance	\$257	\$119	\$2,500	\$2,500
373	Dues & Training	\$1,119	\$722	\$3,500	\$3,500
388	Medical Services	\$623	\$835	\$650	\$650
510	Property & Liability Ins.	\$15,246	\$9,218	\$10,000	\$11,000
512	Uninsured Loss - Deductible	\$75	\$700	\$3,000	\$4,000
521	Central Garage Transfer	\$47,140	\$59,786	\$61,388	\$69,313
522	Administrative Transfer	\$27,760	\$33,484	\$33,186	\$37,311
528	Information Tech. Transfer	\$9,312	\$8,574	\$12,361	\$12,513
532	Office Rent	\$7,838	\$7,838	\$6,422	\$6,422
	Subtotal	\$222,396	\$218,797	\$266,907	\$279,609
430845	Wash Bay/Materials & Services				
224	Janitorial Supplies	\$0	\$74	\$250	\$250
341	Electricity	\$3,907	\$2,097	\$3,500	\$3,500
342	Water	\$315	\$241	\$500	\$2,000
344	Natural Gas	\$4,323	\$3,529	\$6,500	\$6,500
360	Repair & Maint Services/Building Maint	\$213	\$501	\$3,500	\$3,500
	Subtotal	\$8,758	\$6,442	\$14,250	\$15,750

SOLID WASTE

FUND: 5510-460-430840;430845

EXPENSE DETAIL

	ACTUAL FY13/14	ACTUAL FY14/15	BUDGET FY15/16	proposed BUDGET FY16/17
430840 Capital Outlay: (Financed 5 yr)				
944 Garbage Truck	\$172,988	\$0	\$0	\$0
430840 Capital Outlay:				
820 Alley Paving - transfer to Gas Tax	\$0	\$25,000	\$35,000	\$35,000
953 Shop Complex Pavement Restoration	\$0	\$0	\$0	\$30,552
Subtotal	\$0	\$25,000	\$35,000	\$65,552
430840 Capital Outlay: Replacement Funds (10120)				
940 Machinery & Equipment	\$2,679		\$0	\$48,000
944 Garbage Truck	\$277,931	\$80,598	\$324,500	\$0
Subtotal	\$280,610	\$80,598	\$324,500	\$48,000
600 Debt Service - Garbage Truck	\$0	\$20,003	\$39,891	\$40,144
510400 Depreciation (fund Replacement account \$150,000)				
831 Depreciation Expense	\$150,000	\$150,000	\$150,000	\$150,000
Total	\$1,144,283	\$986,040	\$1,426,144	\$1,200,059

FY 2017 BUDGET HIGHLIGHTS

Capital Outlay:

820 Alley Paving - \$35,000

Pave approximately five alleys and perform maintenance on existing paved alleys. Paved alleys enable garbage trucks better access to containers, improving operation efficiency, and the alleys are easier to maintain in the winter and summer months.

953 Shop Complex Pavement Restoration - \$30,552

The project involves replacement of the degraded asphalt surface inside the fenced area of the City Shop Complex and the installation of a new storm water quality treatment device. The asphalt at the City Shop Complex is deteriorated beyond simple patch work and necessitates replacement. The asphalt replacement triggers storm water treatment requirements stipulated by the MS4 permit and promotes good stewardship for clean water discharges to Ashley Creek. Cost shared between/Water, Sewer, Storm, Streets, & Solid Waste - Total Project Cost \$152,760

Capital Outlay: Replacement Funds (10120)

944 Machinery & Equipment - \$48,000

\$48,000 - Pick Up, 8' Plow, and Tommy Gate. Scheduled replacement of existing pickup.

INTERNAL SERVICE FUNDS

Page	Fund	Dept	
1-3	6010	Central Garage	\$ 503,820
4-6	6030	Information Technology	<u>\$ 636,862</u>
Total Internal Service Funds			<u>\$ 1,140,682</u>

CENTRAL GARAGE

ACCOUNT # 6010-410

PURPOSE OF THIS DEPARTMENT: Why does this department exist?

The Central Garage provides an internal customer service response for the proper maintenance and service of the city's fleet of vehicles and equipment.

DEPARTMENT PERSONNEL: (3 FTE)

1 Mechanic Supervisor

2 Mechanics

GOALS OF THIS DEPARTMENT: What are the departmental goals that support the purpose?

1. Provide cost effective and efficient operation for fleet maintenance services.

INTENDED OUTCOMES FROM BUDGET EXPENDITURES

The FY 17 Central Garage budget represent a plan to continue the internal repair and maintenance operation of the municipal fleet. Mechanics utilize scanning programs, and knowledge obtained in training courses to perform internal services, preventive maintenance, and repairs. Replacement of the older 2 post lift with restrictive weight limits with a 4 post equipment lift enables repairs and service to be made in-house on larger equipment in a safe, effective manner.

CENTRAL GARAGE

FUND: 6010

PROJECTED REVENUE AND FUND SUMMARY

	ACTUAL FY14/15	BUDGET FY15/16	estimated ACTUAL FY15/16	proposed BUDGET FY16/17
<u>BEGINNING CASH</u>				
10100 CASH: operating	\$4,171	\$25,214	\$25,214	\$36,828
Total Cash (beginning of year)	\$4,171	\$25,214	\$25,214	\$36,828
<u>REVENUES</u>				
342050 Fees for Services	\$490,051	\$464,491	\$464,491	\$507,964
364030 Misc.	\$0	\$0	\$453	\$0
371010 Investment Earnings	\$147	\$30	\$200	\$200
Total Available	\$494,369	\$489,735	\$490,358	\$544,992
<u>EXPENSES</u>				
Personal Services	\$195,197	\$205,530	\$195,530	\$212,878
M & O	\$231,594	\$259,891	\$258,000	\$264,942
Capital Outlay	\$42,364	\$0	\$0	\$26,000
Total Expense	\$469,155	\$465,421	\$453,530	\$503,820
<u>ENDING CASH</u>				
Operating cash available	\$25,214	\$24,314	\$36,828	\$41,172

CENTRAL GARAGE

FUND: 6010-410-431330

EXPENDITURE DETAIL

		ACTUAL FY13/14	ACTUAL FY14/15	BUDGET FY15/16	proposed BUDGET FY16/17
Personal Services:	FTE'S	3	3	3	3
110	Salaries and Payroll Costs	\$152,049	\$156,351	\$164,028	\$160,046
121	Overtime	\$882	\$2,061	\$2,500	\$2,500
153	Health Insurance	\$22,523	\$25,767	\$27,341	\$38,827
155	Retirement	\$10,569	\$11,018	\$11,661	\$11,505
	Subtotal	\$186,024	\$195,197	\$205,530	\$212,878
Maintenance & Operations:					
210	Office Supplies, Computers & Software	\$866	\$7,335	\$9,000	\$10,000
229	Equipment (Non Capital);Safety Equip, other Supplies	\$9,080	\$5,881	\$14,000	\$12,700
230	Oil	\$15,137	\$21,882	\$25,000	\$25,000
231	Gas	\$1,989	\$977	\$3,000	\$3,000
232	Motor Vehicle Parts	\$103,030	\$105,304	\$103,000	\$108,000
233	Tires	\$33,339	\$35,891	\$35,000	\$38,000
238	Filters	\$6,855	\$5,766	\$7,700	\$7,700
241	Consumable Tools, Books	\$2,370	\$984	\$2,000	\$2,000
341	Electricity	\$1,735	\$1,667	\$1,950	\$1,950
344	Natural Gas	\$9,195	\$4,813	\$9,000	\$7,000
354	Contract Services-Repairs	\$26,949	\$26,695	\$31,000	\$30,000
362	Equipment Maint., Radios, Building Maint.	\$1,042	\$1,093	\$2,000	\$2,000
373	Dues & Training	\$4,135	\$5,193	\$6,200	\$6,200
388	Medical Services	\$570	\$50	\$300	\$300
510	Insurance	\$3,820	\$2,347	\$2,500	\$2,750
528	Information Tech. Transfer	\$0	\$5,716	\$8,241	\$8,342
	Subtotal	\$220,113	\$231,594	\$259,891	\$264,942
Capital Outlay					
920	Building Remodel	\$44,827	\$0	\$0	\$0
921	4 Post Service Lift	\$0	\$0	\$0	\$26,000
944	Vehicle-Service Truck	\$0	\$42,364	\$0	\$0
		\$44,827	\$42,364	\$0	\$26,000
Total		\$450,964	\$469,155	\$465,421	\$503,820

CENTRAL GARAGE

FUND: 6010-410-431330

FY 2017 BUDGET HIGHLIGHTS

Line Item Detail: CENTRAL GARAGE

210 Office/Computers & Software - \$10,000

Computer replacements and annual software licenses in the past were included in the Information Technology fund. Central Garage is now an internal transfer fund and the line item increase is to pay for computer replacements and annual software licenses previously budgeted in the IT fund.

229 Equipment (Non Capital)- \$4,200 / Safety Equip & Shop Supplies - \$8,500

\$2,700 - Hydraulic Pressure Testing Kit

\$1,500 - Electromagnetic Drill Press

232 Motor Vehicle Parts - \$108,000

\$5,000 increase needed to reflect actuals for FY16. We have seen an increase in parts over the last couple years, and the newer equipment requires replacement of items that in the past we were able to repair. Computers and sensors control motor and equipment functions. When sensors go bad they must be replaced or the equipment will not run. The tier 3 emission compliance equipment requires replacement of the exhaust particulate filters that range in cost of \$2,500 for a reconditioned unit to \$9,000 plus for a new replacement. We currently have seven units with these systems in our fleet with more scheduled for purchase.

233 Tires - \$38,000

Increase is needed to reflect actual costs and due to the costs of replacing tires on our larger equipment. The Cat120 Grader tires are due to be replaced at an estimated cost of \$4,200.

373 Dues & Training - \$6,200

It is necessary to travel out of state for specialized training for the City's fire apparatus, large construction equipment, sweepers, and vac-trucks.

921 Machinery & Equipment - \$26,000

\$26,000 - 4 Post Service Lift - Replace outdated 9,000 lb. in ground 2 post lift with an 18,000 lb. 4 post service lift. Current lift is worn out and parts are difficult to get. The 4 post lift will enable mechanics to perform services and repairs on heavier vehicles more efficiently and safer.

INFORMATION TECHNOLOGY ACCOUNT # 6030
--

PURPOSE OF THIS DEPARTMENT: Why does this department exist?

Information technology provides technology systems to City staff for their respective provision of services to the City of Kalispell. Additionally, the IT department provides a means to distribute public information through IT services such as the City website, broadcast of public meetings, email and the electronic document repository.

DEPARTMENT PERSONNEL: 1 Information Technology Director; 1 Information Technology Support Specialist; .55 Media Specialist

GOALS OF THIS DEPARTMENT: What are the departmental goals that support the purpose?

1. Maintain computer systems for the provision of municipal services
 2. Maintain external communication systems for the dissemination of information to the public.
-

INTENDED OUTCOMES FROM BUDGET EXPENDITURES:

The meeting streaming service and meeting archives will be migrated to a new service provider to save money in future years. Eight years of past council and planning board videos and documents will migrate.

The City's antivirus software and a website encryption certificate will renew for 3 years.

Network switches will be replaced with 10 GB backbone connectivity to upgrade the connection between City Hall and Public Safety building. The main database and security camera repository servers will be replaced. A patch management system to remotely patch multiple vendors applications will be setup.

A projector and large screen projector screen will be added to the Council Chambers. A camera, wireless microphone and an additional in room mounted camera for broadcast ability will be added. Monitors around the council dais will be replaced.

INFORMATION TECHNOLOGY FUND

FUND: 6030-403-410580;410585

PROJECTED REVENUE AND FUND SUMMARY

	ACTUAL FY14/15	BUDGET FY15/16	estimated ACTUAL FY15/16	proposed BUDGET FY16/17
<u>BEGINNING CASH</u>				
10100 CASH: Operating	\$ 155,993	\$ 127,399	\$ 127,399	\$ 132,270
10120 Cash, Replacement account	\$ 43,587	\$ 14,112	\$ 14,112	\$ 4,112
	<u>\$ 199,580</u>	<u>\$ 141,510</u>	<u>\$ 141,511</u>	<u>\$ 136,382</u>
<u>REVENUES</u>				
393000 Charge for service-other Funds	\$ 151,977	\$ 224,567	\$ 232,100	\$ 235,655
335230 Entitlement (General Fund share)	\$ 70,000	\$ 155,000	\$ 155,000	\$ 205,000
341027 Charter Franchise Fees (moved from General)	\$ 172,119	\$ 180,000	\$ 174,000	\$ 175,000
371010 Interest	\$ 957	\$ 500	\$ 750	\$ 1,000
364030 Misc./ sale	\$ 98	\$ -	\$ -	\$ -
Total Revenue	<u>\$ 395,151</u>	<u>\$ 560,067</u>	<u>\$ 561,850</u>	<u>\$ 616,655</u>
Total Available	<u>\$ 594,731</u>	<u>\$ 701,577</u>	<u>\$ 703,361</u>	<u>\$ 753,037</u>
<u>EXPENDITURES</u>				
Data Processing	\$ 371,853	\$ 477,915	\$ 459,995	\$ 517,038
Equipment	\$ 46,893	\$ 105,831	\$ 91,984	\$ 114,824
Equipment from Replacement \$	\$ 34,475	\$ -	\$ 15,000	\$ -
Depreciation/Replacement reserve	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
Total expenses	<u>\$ 458,221</u>	<u>\$ 588,746</u>	<u>\$ 571,979</u>	<u>\$ 636,862</u>
add back depreciation cash	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
<u>ENDING CASH</u>				
10100 CASH: Operating	\$ 127,399	\$ 98,719	\$ 132,270	\$ 112,063
10120 Cash, Replacement account	\$ 14,112	\$ 19,112	\$ 4,112	\$ 9,112
Total Cash	<u>\$ 141,510</u>	<u>\$ 117,831</u>	<u>\$ 136,382</u>	<u>\$ 121,175</u>

INFORMATION TECHNOLOGY FUND

FUND: 6030-403-410580;410585

EXPENDITURE DETAIL

			ACTUAL FY13/14	ACTUAL FY14/15	BUDGET FY15/16	proposed BUDGET FY16/17
401-410580	Personal Services:	FTE's	2.28	2.18	2.55	2.55
110	Salaries & payroll costs		\$ 131,514	\$ 138,857	\$ 162,290	\$ 167,379
121	Overtime		\$ 85	\$ -	\$ 2,500	\$ 1,000
153	Health		\$ 26,784	\$ 30,225	\$ 33,424	\$ 44,317
155	Retirement		\$ 9,906	\$ 10,527	\$ 12,305	\$ 12,653
	Subtotal		\$ 168,288	\$ 179,609	\$ 210,521	\$ 225,350
403-410580	Maint. & operations:					
215	Office Supplies, Ship & Recycle		\$ 2,324	\$ 2,310	\$ 2,400	\$ 2,400
218	Equipment-(non capital)		\$ 20,356	\$ 15,764	\$ 16,800	\$ 18,963
325	Website & Social Media		\$ 3,568	\$ 2,853	\$ 17,000	\$ 16,000
345	Telephones - Cellular		\$ 121	\$ 2,366	\$ 1,800	\$ 2,500
346	SummitNet & Internet Service Providers		\$ 4,699	\$ 4,963	\$ 9,800	\$ 8,468
353	LaserFiche maintenance contract		\$ 3,300	\$ 4,749	\$ 4,000	\$ 3,500
354	Contracted Labor (newly separated out FY17)		\$ 14,026	\$ 22,380	\$ 42,266	\$ 8,860
355	Software & Licenses		\$ 30,114	\$ 17,789	\$ 24,500	\$ 21,110
356	Maintenance Contracts		\$ -	\$ -	\$ -	\$ 47,550
357	Granicus Meeting Streaming		\$ 8,300	\$ 7,200	\$ 7,200	\$ 6,690
358	Hosted Office 365 E-mail & Email Services		\$ 8,030	\$ 7,949	\$ 13,700	\$ 21,235
373	Training/school/memberships		\$ 225	\$ 1,581	\$ 7,050	\$ 8,000
510	Insurance		\$ 2,640	\$ 1,817	\$ 1,778	\$ 1,778
403-410583						
218	TV-Video Equipment & programming		\$ 10,291	\$ 542	\$ 12,400	\$ 12,900
354	TV-Video Contract Services		\$ 2,600	\$ 2,550	\$ 1,300	\$ -
403-410585	Copiers, Fax, Office machines, Phones					
229	Supplies (leased equip. supplies, paper, etc.)		\$ 10,913	\$ 13,146	\$ 17,400	\$ 19,552
345	Phone - leased lines (moved from General)		\$ 79,723	\$ 65,721	\$ 73,000	\$ 76,000
532	Copier Leases (7)		\$ 22,462	\$ 18,564	\$ 15,000	\$ 16,182
	Subtotal		\$ 223,692	\$ 192,244	\$ 267,394	\$ 291,688

INFORMATION TECHNOLOGY FUND

FUND: 6030-403-410580;410585

EXPENDITURE DETAIL

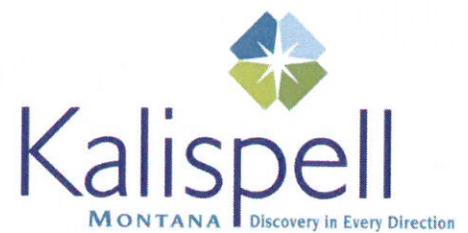
		ACTUAL FY13/14	ACTUAL FY14/15	BUDGET FY15/16	proposed BUDGET FY16/17
405-410588	Equipment: DEPT.				
940	Network Equipment Capital	\$ -	\$ 12,244	\$ 31,000	\$ 18,200
403-410585					
942	Servers -capital	\$ 2,672	\$ 34,475	\$ 15,000	\$ 23,500
4xx-410588					
218	Police Dept. (413)	\$ 17,460	\$ 22,522	\$ 26,160	\$ 28,360
354	Police - Hosted server (413)	\$ -	\$ -	\$ 2,000	\$ 2,000
218	Park's Dept. (436)	\$ 4,243	\$ 4,375	\$ 1,935	\$ 5,165
218	Public Works (410)	\$ 2,645	\$ 1,737	\$ 2,410	\$ 2,175
218	Attorneys (404)	\$ 2,667	\$ -	\$ 3,660	\$ 4,964
218	Fire Department (416)	\$ 5,016	\$ 5,145	\$ 9,195	\$ 16,752
218	MGR/HR/Mayor/Clerk(401)	\$ 1,640	\$ 62	\$ 4,050	\$ 500
218	Community Economic & Development	\$ -	\$ 808	\$ 1,855	\$ 2,155
218	Planning & Zoning (420)	\$ 1,497	\$ -	\$ 8,566	\$ 11,053
	Subtotal	\$ 37,840	\$ 81,368	\$ 105,831	\$ 114,824
403-510400					
831	Depreciation / Replacement reserve	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
	Total	\$ 434,819	\$ 458,221	\$ 588,746	\$ 636,862

COMPONENT UNITS

Page	Fund	Dept		
1-28			TBID Annual Marketing Plan	
29	7855		Tourism Business Improvement District	\$ 574,000
			BID Budget Letter	
30-34	2700		Business Improvement District	<u>\$ 103,388</u>
			Total Component Units	<u><u>\$ 677,388</u></u>



FY 2017 MARKETING PLAN
Discover Kalispell



Kalispell – The New Frontier

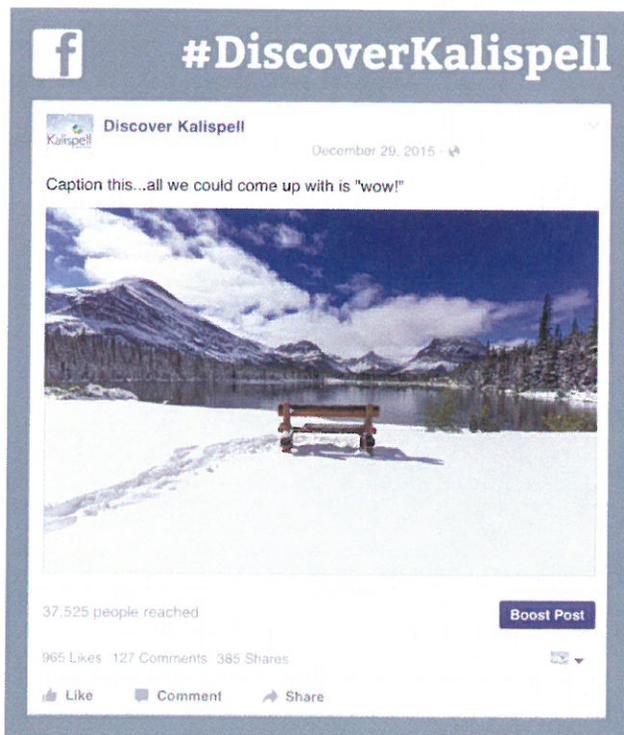
The Flathead Valley gets to the heart of what Montana is all about – breathtaking landscapes and peaceful vistas surrounding a vibrant economy that is a rising star in the region.

In a valley busting with adventure and opportunity, Kalispell is the historic, economic and government center. It boasts a wide range of leading industries – tourism, agriculture, manufacturing, and health care – that are tucked between towering mountain ranges, the largest freshwater lake in the West and the famed Glacier National Park. One of the fastest growing cities in Montana, Kalispell blends its “Old West” roots to its modern identity as a small town with global reach.

Kalispell is a place where historic character converges with contemporary culture. Up and down Main Street and radiating for blocks to the east and west, today’s vibrant downtown core offers a lot more than just window shopping and architecture gazing. The dining scene is full of casual sophistication, storefronts open their doors and welcome passersby for events that showcase wine and art displays or musical acts, and the community is filled with artists and artisans from musicians and singers to painters and sculptors.

Living here means adventuring. Hiking and camping throughout the idyllic Crown of the Continent. Skiing knee-deep powder at one of the largest resorts in Montana, riding miles of single-track on a mountain bike, casting a homemade fly at the silver sheen of a trout or paddling one of the 500-plus lakes that fill this corner of the state, including the crystal-clear waters of Flathead Lake.

What’s best about Montana, Kalispell has it.



Executive Summary

2015 Nonresident Data for Kalispell

22% of groups all first time visitors

62% of groups with all repeat visitors

53% stated primary reason for trip is vacation.

Of those who had visited Montana before, 42% said their last visit was less than one year ago

24% flew on a portion of their trip

Top Entry Points:

2015 - Superior, West Yellowstone

2014 – Superior, Roosevelt

Residence of Origin:

2015 - WA, CA, OR, ID, CO

2014 - WA, BC, OR, MN, AB

Lodging:

2015 - 48% stayed in hotel/motel;

22% home of friend/relative;

6% rented cabin/ home

2014 - 61% hotel/motel;

18% home of friend/relative;

4% rented cabin/home

Flathead County

Nonresident visitors spent \$668 million in 2014, the highest level of all counties. (ITRR)

Nonresident Travel is 20% (the largest single category) of Flathead County's economic base. (BBER)

Top 5 Expenditures



State of Kalispell

- During 2015 Kalispell saw growth in the financial, healthcare and hospitality sectors with new construction and acquisitions.
- The retail sector saw growth both from national brands such as Dress Barn and Ulta and a strong influx into our historic downtown core with businesses such as The Toggery and Sage & Cedar.
- Construction began on the final \$34M segment of the bypass which will serve to reduce truck traffic through historic Main Street.
- Kalispell was awarded a \$10M TIGER grant for Glacier Rail Park and downtown infrastructure enhancements.
- To keep pace with the needs of our growing community the City of Kalispell launched a Core Revitalization Plan and Downtown Plan.
- Kidsports sporting complex was awarded a \$1.4M grant for facility additions and improvements.
- Discover Kalispell, in cooperation with the City of Kalispell, is completing the city-wide phase of the Kalispell wayfinding project.
- Glacier Park International Airport set a new record of 452,588 total passengers, a 3.8% increase over 2014.
- Glacier National Park recorded an all-time visitation record of 2.3M visitors despite a serious fire season.
- Kalispell is the state's seventh largest city with a population of 21,518 (2014) and a growth rate of 40% since the 2000 census.

Discover Kalispell – The Kalispell Convention & Visitor Bureau

Structure

The Kalispell Convention & Visitor Bureau is a division of the Kalispell Chamber of Commerce. It is funded through Kalispell's share of the 4% Lodging Facility Use Tax (Bed Tax) and the \$2/room night Tourism Business Improvement District (TBID) fee and a private event fund sourced by registrations and sponsorships from our signature events. The Kalispell CVB (Discover Kalispell) is governed by Kalispell Chamber board and the Tourism Advisory Council that approves and oversees spending of bed tax funds, and the Kalispell TBID board of directors and the Council of the City of Kalispell that approves and oversees spending of TBID funds.

THE 2015 KEY ACCOMPLISHMENTS



AWARDED

Montana Event of the Year- *Pond Hockey Classic*
Montana Film Friendly Community- *Kalispell*



4 EVENTS

Produced four highly successful events in the shoulder and winter months



\$6.7 MILLION

The signature events generated \$6.7 million of economic impact to the local area



CONFERENCES

Discover Kalispell booked several key conferences including Montana Governor's Conference on Tourism, Professional Outdoor Media Association, Montana State Parks Division, Clan Donald, Enlisted Association of the National Guard of Montana



MEDIA EARNED

Received media in major publications and broadcasts: Sunset Magazine, American Profile Magazine, Alaska Airlines Magazine, Calgary Herald, American Cowboy, Meetings Today, NBC Sports-Montana Spartan Race, and Tom Gruenwald Outdoors.

During FY15 the TBID revenue increased by 5% over FY14 with the highest increases in Q3 (Jan-Mar) and Q4 (Apr-Jun).

Purpose of marketing plan

The FY17 marketing plan serves to direct the initiatives and spending for Discover Kalispell and inform and educate the board of directors, community stakeholders, Tourism Advisory Council and the City of Kalispell. The bed tax and TBID funds work complimentary to support one marketing plan.

The mission of Discover Kalispell is to build awareness of Kalispell as a travel destination and increase room night stays in Kalispell hotels and motels. This is done with a consistent brand message delivered through a mix of advertising, signature events, public relations, group sales, and service programs to promote visitations during the shoulder and winter seasons.

Kalispell Chamber of Commerce/Convention & Visitor Bureau and Visitor Information Center

President/CEO: Joe Unterreiner, joe@kalispellchamber.com

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Kalispell Exemplifies the Montana Brand

More spectacular unspoiled nature: Kalispell sits in a valley where one national park, two national forests, and one wilderness area converge.

Vibrant and charming small town: A vibrant downtown that merges historical charm with contemporary culture.

Breathtaking experiences by day, relaxing hospitality at night: Making waves on Flathead Lake, rafting the Middle Fork, cycling the Going-To-The-Sun road, exploring 'The Bob', or viewing fall's dramatic transformation in the Flathead National Forest. However you choose to spend the daylight hours, your evenings will be full of hearty food and homey accommodations in Kalispell.

Discover Kalispell compliments the Montana brand by using large-landscape inspirational images, photos showing the active adventurer set within the landscape, and casual interactive images demonstrating local amenities.

About Kalispell

Strengths

- Kalispell offers visitors a balance of city and outdoor adventure with our museums, shopping and dining located right in the middle of Montana's most iconic natural places. Its residents are welcoming tour guides and genuine people who care about the visitor experience. Kalispell is not a resort town, but a real Montana community with an authentic history, traditional industries and real, local events.
- Kalispell provides a full range of lodging, dining and shopping options that help make for a great vacation on any budget and with a sense of Montana sophistication that visitors find both surprising and comfortable.
- The place to discover the history of the Flathead Valley through three well-preserved museums and iconic Main Street buildings.
- Energized downtown that is experiencing a reinvention including new retail that have a local and global reach as well as popular new eateries and breweries.
- Annual signature events such as the Montana Dragon Boat Festival, Montana Spartan Race, Montana Pond Hockey Classic and The Event at Rebecca Farm that attract participants from across North America.
- Kalispell is the regional hub of the Flathead Valley and the location to host larger meetings and conventions.

Opportunities

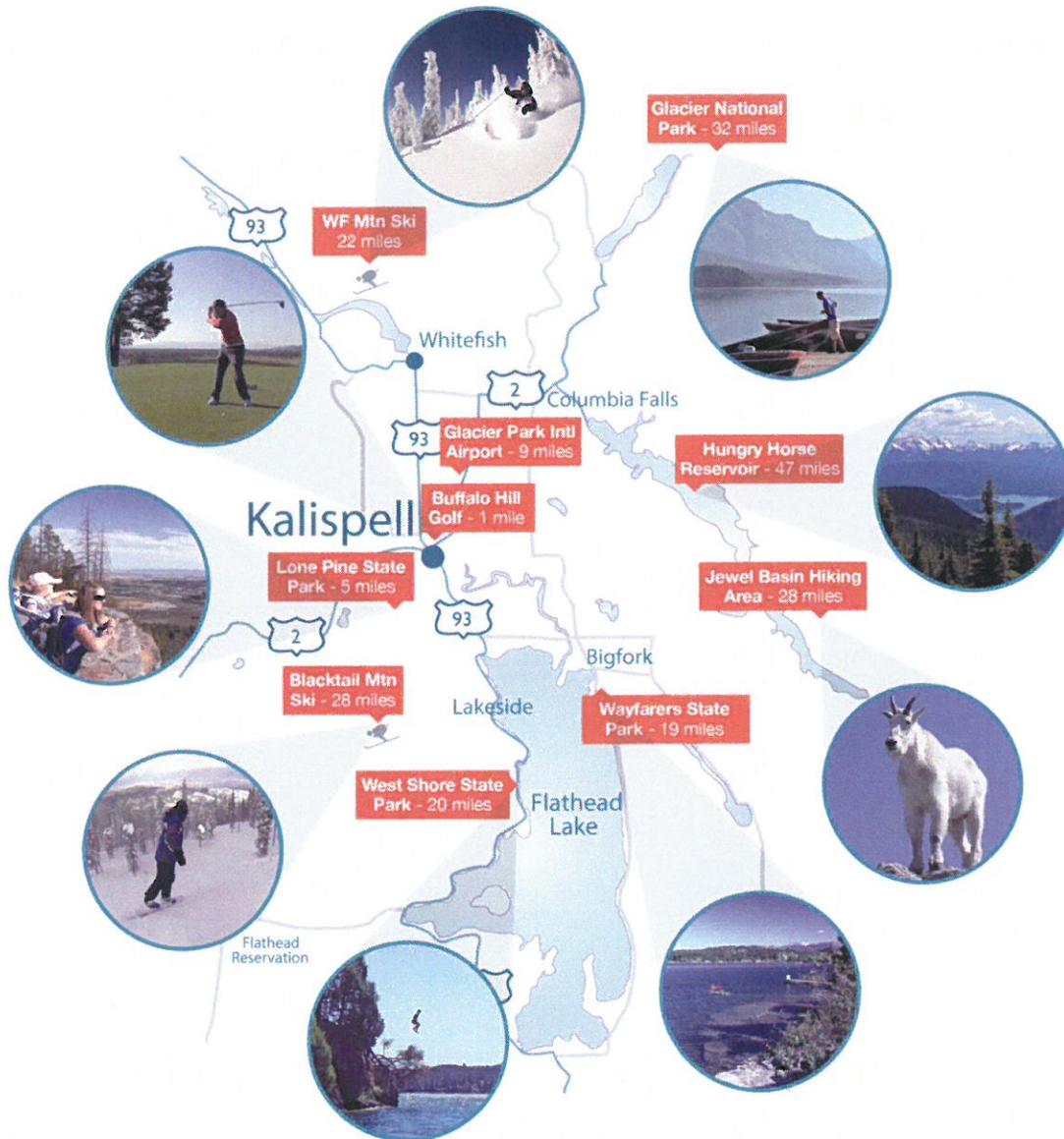
- The 2016 National Park Centennial provides a great opportunity for the KCVB to capitalize on our close location to Glacier National Park (GNP). Discover Kalispell primarily promotes GNP in the shoulder and winter seasons highlighting the unique activities and experiences available outside of the busy July-August reliance on the full length of the Going To The Sun Road. We will continue to work with GNP leadership and staff and be proactive to inform visitors of delays during peak times and redirecting visitations to other times of the day and seasons.
- From Flathead Lake cherries to huckleberries from the surrounding mountains, locally grown and raised vegetables, or yak and bison, this valley is home to an assortment of tasty foods that are blended into the community flavor. Agriculture is a deeply rooted tradition with generations of families living and working in local farms and ranches. Discover Kalispell will continue play a role in promoting and building our agri-tourism product through promotion of locally sourced products, tours, and activities that are available to visitors and groups.
- The historic 1896 McIntosh Opera House was a primary element in the Main Street commercial district. It served as an opera house, lodge meeting hall, ball room, theater, and was the pride of Kalispell at the time. Discover Kalispell will continue to work with the property owners, the City of Kalispell and other local stakeholders to assess the feasibility to restore the space as a unique event venue to compliment the historic downtown.

Challenges

- Although the area's tourism industry is making strides in smoothing out the hotel occupancy levels between the height of summer and quiet of November and April, seasonality continues to be a challenge. The seasonality creates work force issues both due to a shortage of qualified workers in the summer and ability to maintain adequate staffing levels during the fluctuating shoulder and winter months.
- Climate change is affecting our weather, stream flows, water temperature and forests. Weather conditions that are deviating from historical patterns are posing a challenge for tourism in northwest Montana. Our area relies heavily on predictable water and air temperatures and appropriate levels of precipitation for winter activities, events, and to avoid summer wildfires.
- The Flathead Valley will see an increase of 325 new guest rooms during the summer of 2016. In addition, there is a potential for 111 new rooms in 2017 for the proposed Marriott hotel in Whitefish. That is a significant amount of new inventory to absorb outside of the summer busy season.
- Alberta has been the number one residency for visitations into northwest Montana over the past several years, and as a key component of our drive market visitations during months outside the busy summer season. With the current state of the Canadian economy and fluctuation of the dollar, Flathead County has seen a significant decrease in visitations from Alberta. The Alberta economy is predicted to see a modest recovery of 0.09% during 2016.
- Costs and availability of air travel continue to be a barrier for Kalispell to effectively increase visitations from some geographic and psychographic markets. There is a local effort in place to capture more direct flights (Glacier AERO). New markets actualized to date include seasonal flights to Chicago, Portland, and Los Angeles. The lack of public transportation throughout the Flathead Valley as well as from Kalispell to Glacier Park impacts certain visitors including the international traveler.

- The traditional lodging properties in Kalispell have begun to feel the impacts of the increasing popularity of VRBO, Airbnb and other shared economies. There has been a measurable decrease in room night stays by teams attending signature events and an obvious increase of businesses utilizing space within the historic downtown buildings to create rental space that doesn't fit within the room requirement structure for TBID. As the shared economy options grow and shift it is crucial that Montana Department of Revenue and local municipalities ensure proper taxes are collected.

Kalispell is Discovery In Every Direction



Kalispell sits in a valley where one national park, two national forests, and one wilderness area converge. Discover unlimited possibilities in and around this charming small town.

The Travel Decision Process

The **Inspiration phase** is one in which the traveler is made aware of the general product and develops a desire to visit the destination. Discover Kalispell's marketing plan and initiatives leverage the Montana brand awareness achieved by the Montana Office of Tourism and Business Development (MOTBD) then connects with our target markets to provide inspiration about our destination through compelling imagery, engaging text and strong incentives to travel. Potential visitors connect with Kalispell's iconic natural resources (Glacier National Park and Flathead Lake) while gaining a sense of the welcoming small town and lifestyle. It's important to connect with those that already love you and talk about you, which includes the locals, as they can be your best spokespersons. That's where social media plays an important role. The media used during this stage is DiscoverKalispell.com, print and online advertising, video, social media, emarketing, collateral, travel shows, signature events and publicity.

In the **Orientation phase** travelers begin to figure out the details of the trip. This phase focuses on the route the traveler will take, stops to make along the way, and what activities and attractions best fit their lifestyle and travel group. Media used to help orient the visitors to the offerings of our destination include DiscoverKalispell.com, Trip Advisor, social media channels, online advertising that points to associated landing pages, print collateral, PR, and emarketing targeted to specific interests and other demographic factors. At this stage we offer suggested day trips and tours, informative articles on the website, consumer reviews, and niche brochures such as Brews, Wines and Spirits.

In the **Facilitation phase** travelers drill down and select specific activities and make reservations for transportation, lodging and activities. This would include day trips and tours outside of the primary trip purpose (i.e. Glacier Park vacation: what are other activities for activities outside of the park) and group activities. The resources Kalispell provides to the visitor at this phase of the planning cycle is DiscoverKalispell.com – including responsive web design, event listings, lodging packages, the visitor information center, wayfinding signage, maps, lodging packages, and Trip Advisor for dining and event reviews and recommendations.

Discover Kalispell's Key Markets

Primary Market - Leisure/Consumer Travel

The leisure market for Kalispell is active matures and young families that are looking for affordable variety and a bit of culture and shopping with their outdoor-centered vacation.

The first time visitor is primarily here for Glacier National Park, and specifically to experience the Going To The Sun Road. Travelers will choose Kalispell as the base camp for their trip because we offer a central location to a number of activities and provide affordable vacation options, particularly for families. The repeat visitor is less dependent on availability of all areas of Glacier Park and branches out to the other attractions such as Jewel Basin, Lone Pine State Park, and partakes in local culture such as the museums and downtown events. Kalispell also supports a strong business and group market.

Visitors from Canada come to Kalispell for signature events, golf, winter activities, shopping, and medical tourism. They enjoy the traditions such as Moose’s Saloon, Western Outdoors, and a black Friday weekend getaway as well as hockey, baseball, soccer and other sports tournaments. We are seeing an increasing number of young families visiting from Canada to enjoy the variety of kid-friendly activities offered in Kalispell. This has been stimulated by hosting press trips of journalists that write for family-centered media outlets in Canada.

Top non-resident activities while in Kalispell: (Source: 2015 ITRR Nonresident visitor study for Kalispell)

- 63% scenic driving
- 45% nature photography
- 41% day hiking
- 37% wildlife watching
- 35% recreational shopping

Demographic: Drive market; 35-64 years old – average age 57; household income \$100k to less than \$150k; couples and younger families.

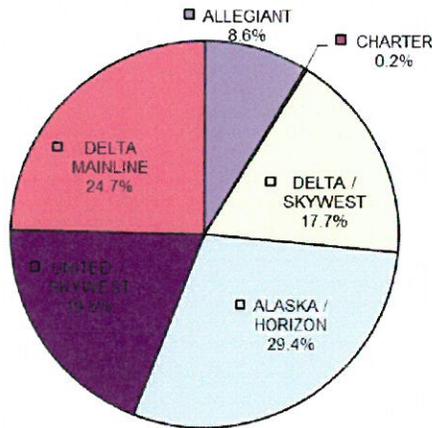
Geographic: Drive Market: Washington (Spokane area, Seattle); Portland, Oregon; Northern Idaho (Coeur d’Alene, Bonners Ferry); Alberta (Calgary and surrounding area, Lethbridge, Edmonton); British Columbia (Cranbrook, Fernie/Sparwood); Montana (Helena, Great Falls, Missoula and Billings).

Top residency of nonresident visitors to Kalispell

<p>Source: 2015 ITRR Nonresident visitor study for Kalispell:</p> <ul style="list-style-type: none"> Washington California Oregon Idaho Colorado 	<p>Source: Kalispell VIC walk-ins:</p> <ul style="list-style-type: none"> Alberta California British Columbia Minnesota Washington
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Direct Flight Markets: Seattle, Portland, Minneapolis, Chicago

Glacier Park International Airport is serviced by Delta (SLC, MSP), Alaska (SEA & PDX), United (DEN, Chicago & Atlanta (seasonal)), Allegiant (Las Vegas and Oakland (seasonal)). Alaska and Delta had the highest enplaned market share during 2015 and the highest percentage of increase for enplanements and deplanements as compared to 2014.



Discover Kalispell’s initiatives to support and promote direct flights:

Chicago: new direct winter service is promoted through press trips and online marketing directed to the Chicago market between December and April.

Seattle and Portland: direct flights are promoted through media events, press trips and advertising campaigns.

Trip Type: Shoulder and winter seasons: extended weekend, Discover Kalispell signature events, sport tournaments, business, groups, FIT.
 Summer: base camp and/or pre-post stay for Glacier National Park and Flathead Lake vacations, and attendance at notable events such as The Event at Rebecca Farm.

Primary Market - Groups, Meetings & Conventions

Kalispell accommodates groups from 10-500 comfortably and adequately. The most common group size is from 50-120. The largest event space in our hotel properties can hold up to 880 for a reception.

With twenty TBID hotels in Kalispell we can accommodate over 1,700 rooms. The two larger convention hotels can accommodate up to 280 rooms per night and have over 16,000 square feet of meeting room space; or there is plenty of nearby and affordable overflow rooms for groups.

Shoulder and summer seasons (July and August) bring in corporate and government. Group business for the shoulder seasons consist of teams, associations and state government. Summer season group business is made up of national associations, SMERF and state and federal government.

Group participants are interested in outdoor activities, brewery and distillery tours and local area events.

Kalispell Convention & Visitor Bureau Quarterly Occupancy Mix

	July	August	September	QTR 1 AVG	October	November	December	QTR 2 AVG
Corporate	20%	20%	21%	20%	15%	25%	20%	20%
Event	1%	0%	1%	1%	0%	0%	0%	0%
Government	3%	6%	9%	6%	5%	8%	6%	6%
Group	10%	7%	8%	8%	16%	7%	10%	11%
Tours	5%	6%	4%	5%	0%	0%	0%	0%
Transient/Leisure	61%	60%	57%	60%	63%	60%	65%	62%

Emerging Market – Leisure/Consumer Travel

Demographic: 30-45 years old

Geographic: Markets identified through our signature event participants
Growing direct flight markets: San Francisco Bay Area, Los Angeles area
Tri-Cities WA, the 4th largest metropolitan area in Washington

Discover Kalispell leverages the PR exposure received from the annual signature events to gain exposure in new geographical markets.

Dragon Boat examples: Tacoma Washington, Portland, and Texas

Pond Hockey examples: New England states, San Diego area

Spartan examples: 48 states and the District of Columbia as well as four Canadian provinces attended the 2015 event

Trip Type: Shoulder and winter seasons: extended weekend, 5-7 days centered around events, ski vacations, girls weekends, multi-generational groups, meetings and group travel
Summer: base camp and/or pre-post stay for Glacier National Park and Flathead Lake vacations, and attendance at notable events such as The Event at Rebecca Farm

Emerging Market - Groups, Meetings & Conventions

Bleisure travelers are those coming for meetings and business travel while also bringing families for extended stays. They want destinations that have a strong leisure component. KCVB is working in conjunction with the event planners to market a strong message about the area activities prior to conferences. Our social media channels can be used along with direct e-blast communications to the group database.

The Tri-Cities consist of Kennewick, Pasco and Richland cities and make up the 4th largest metropolitan area in the state of Washington. It is considered the fastest growing city in the United States by MSA. Major employers include top industries in healthcare, agriculture, food processing and manufacturing. Where there is growth, there is opportunity. This is a market not tapped into.

Healthcare is the leading employment industry for the Flathead Valley representing 15.6% of total county employment. Employment in this sector grew 6.1% last year, 340% faster than the state average. Kalispell Regional Healthcare is expanding services and their recruiting efforts continue to bring accomplished and experienced health care professionals from all over the world. The incentive to live in the Flathead Valley is the lifestyle. The Medical Tourism department at Kalispell Regional has been drawing business from Canada and U.S. based cities. They design medical discounted packages that include consultation, surgery and follow up. Medical concierge are the point of contact from the beginning to the time they return back home. Kalispell is considered the 4th least expensive healthcare area in the country. Discover Kalispell can leverage that message to promote Kalispell as a great breakout session for medical conferences and groups.

Supporting Research

Destination Marketing – Trends for 2016

Technology platforms, devices, and the latest trends continually change. What hasn't changed over the past few years is that travel marketing is closely tied to online searches. The internet provides a platform for a destination to connect, create relationships and incentivize conversion within small moments of time along a traveler's journey. What is evolving is the necessity for refining your online footprint. It is no longer an option for a travel brand. Your online presence impacts your ability to connect with consumers. A destination has to convey an image of trust, reputation and authority in order for Google to consider your website when it presents pages and sites to a traveler.

Dreaming, planning, booking and experiencing. These are the moments of a traveler's journey. Google states that 37% of travelers in the U.S. think about vacation planning once a month; 17% think about it at least once a week. Those people want information at their fingertips – on their mobile devices. Two of the top questions travelers type into Google about travel are "What to do in (destination)" and "Where is (destination). Once on the ground a visitor's mobile search behavior is about making sense of the unfamiliar with many searches including the phrase "near me". A destination needs to be there for those moments.

Content – fresh, continuous and a variety – contributes to a destination's reputation. The only way to be found on the internet via search is with rich content. That content is then shared and commented-on via social media platforms. "Trust is built through demonstrating a strong brand, not trying to be all things to everyone. Be who you are and be the best you can be." (Bronwyn White, My Travel Research.com)

Be mobile and nimble. The adoption of the smartphone is rising with about 2 billion consumers worldwide expected to own a smartphone in 2016. In the past year, mobile's share of travel visits has grown by 48% while conversation rates have grown 88% on mobile travel sites. (Google Travel Trends, Nov 2015 and Lynan Saperstein, Experience Experts) The rise of mobile devices and the growth of the millennial generation have led to a surge of spur-of-the-moment trips. In the upcoming year, 73% of Millennials plan on taking a last-minute trip, as do 58% of the total respondents. (Boxever)

Today's Traveler

A study by Upshot, *Travel Quest: Building a Travel Superbrand*, states there aren't many differences among Boomers, Gen Xers, Millennials, Gen Zers, road warriors or vacationers – at least not when it comes to how they travel. "Distinctions have blurred as today's travelers fluidly shift between mindsets depending on their immediate circumstances."

The study surveyed 500 frequent travelers (having taken three or more trips a year) with equal representation of generations as well as an equal number of business and leisure travelers. What they found was that they all share similar patterns in "mindsets" or travel values. Mindsets are about finding opportunities for cultural immersion, escaping the everyday, enabling spontaneity and having a hassle-free experience. Millennials are the biggest group currently in terms of numbers (75.3 million in the U.S

in 2015 according to Pew Research Center) but if destinations overly focus on Millennials they may be missing out on those who are actually doing the most traveling and spending the most on these travels in the present. The highest-spending group for both domestic and international travel among Upshot's respondents was the Boomers: 28.5% spent more than \$1,000 on last domestic trips and 11.7% spent more than \$5,000 on last international trip.

The most important thing to remember, as we're developing our marketing campaigns and messaging, is to not get caught up in definitions or categories or traveler types. "All travelers as a whole, regardless of age or travel type (business or leisure) are looking for a unique, authentic, personalized, seamless travel experience that is culturally immersive and offers local, human connections." (A Radical Thought: Do Millennials Really View Travel Differently? Skift, Mar 21, 2016)

The Shared Economy

The sharing economy began as a niche sector but has blossomed into a whole industry with over 9,000 companies according to Mesh, a directory for the sharing economy. Advocates claim that the sharing economy is creating a stronger sense of community and breaking down the distinction between companies and customers with peer-to-peer models. What is also known is this trend is impacting traditional travel brands like hotels and motels. Researchers at Boston University estimated that every 10 percent rise in Airbnb supply in Texas caused a 0.35 percent drop in monthly hotel revenue – equivalent to a fall in revenue of over 13 percent in Austin. They also found hotels had cut their room rates as a result of pressure from the lower peer-to-peer prices appealing to cash-conscious consumers (The New Economy, Apr 13, 2015). Traditional hotels and motels are the mainstay for the collection of the bed tax and TBID funds in Montana. The Department of Revenue, local municipalities, and DMO's need to be aware of this growing trend and find ways to monitor, adapt and evolve.

Media Trends

Broadcast marketing and reach-frequency models are becoming increasingly inadequate for brand engagement. Travel is emotional so consumers are eager to engage in dialogue. Messaging – real time, and two-way channels like Twitter, enable destinations to engage in conversations. "In the Post-App Economy, travel brands must be able to adeptly engage with their customers in conversations across channels. And to effectively capture customer attention today, marketers must stop shouting and start engaging." (How Travel Marketers Can Be Heard, Skift, Feb. 29, 2016)

Videos influences travel decisions. Auto playing video content on Facebook and Instagram is catching the attention of consumers thinking about travel. As of November 2015, Facebook was serving 8 billion video views per day, which is double the rate from April of the same year. Engagement on video tends to be higher in general. (Skift, Feb. 26, 2016) In 2014, subscriptions to top travel channels on You Tube increased over 100% YOY and those subscribers watched 86% longer per view than nonsubscribers (YouTube data, 2013 and 2014). Travel vlogs receive 4x more social engagement than other types of travel content on You Tube (Google, Travel Content Takes Off on You Tube, August 2014).

Photos are a big part of travel marketing so Instagram has growing potential to reach consumers during each phase of the travel process. But the platform isn't just about increasing likes and followers, the

goal is to grow and engage your audience to help guide them from aspiring traveler to an actual traveler. (Adventure Travel News, Katie Hardin)

Location-based technology targets consumers at the initial point of engagement and serves up content relevant to their interests at that moment. Mobile marketing's rise has prompted more consumers to opt in to location-based deals. Destinations can leverage this trend for highly targeted promotions which provide a high return on investment. (Luxury Daily, Jan 11, 2016)

Wherever travelers go in 2016 they'll be using social media to discover, plan and share. Social media is decreasing the gap between someone searching to find where to buy and the destination serving up the appropriate content with new buttons such as Buy, Learn More, and Book. It is important to pay attention to hashtags and current social trends and find ways through social media channels to educate your audience with key pieces of information. This will help to set a destination apart. (Adventure Travel News, Katie Hardin)

Local Goods and Services

The promotion of local products and services increases the amount spent by nonresident travelers. ITRR's report titled *The Importance of Traveler Spending on Locally Produced Goods & Services*, shows that 16% of travelers purchased locally-made products or services and spent nearly \$184 more than the traveler who did not spend on those products. Visitors who purchased local products and services stayed, on average, 4.39 nights longer than those who did not purchase locally. The geotraveler has a higher spending level than other travelers because they seek to sustain and enhance the local geographical character of place and as such, buy local products. One of the goals in this FY17 marketing plan is to enhance the promotion of the flavor of our community. Agriculture is a deeply rooted tradition in the Flathead Valley and spending time in Kalispell means becoming intimately familiar with the local flavors through local products on menus at restaurants, Flathead Cherries, wild huckleberries and a variety of farm-to-table activities for visitors and groups.

Group Activities

Agritourism activities are gaining popularity for both visitors and farmers. This is due to the increased interest in where our food is coming from, process method and the unique experiences for visitors to be up close and personal on the farm. For the farmers, it allows added revenue to help keep their farm viable and diversify their income. (Local-Food-Tours.com)

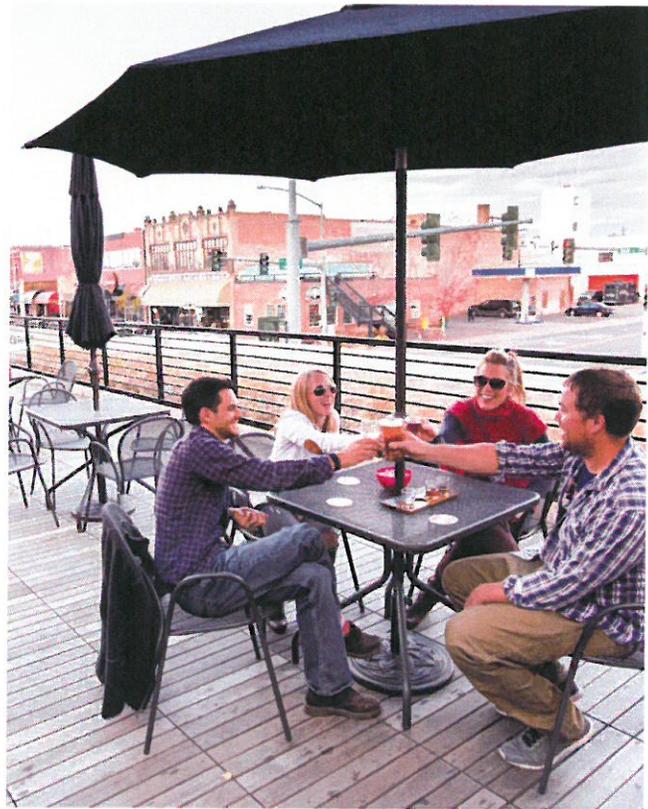
Association memberships are seeking to maximize their learning while attending unique meeting destinations by utilizing area businesses for off-site events and tours. Professional events (EduTour) were created and merged by Visit Detroit. They take real learning experiences and satisfy attendee demand for unique travel opportunities. The EduTours are similar to school field trips to specific industry businesses to see behind the scenes of how the operation works or just visit with the management and have a Q and A. Groups see this value and it differentiates Visit Detroit and supports the association attendees' educational mission at the same time. (Skift-September 22, 2015 - Detroit Tourism Turns To Local Industry Leaders to Help Lure Conventions)

DMO's and CVB's are putting a more concentrated effort on selling the attendee a destination experience. (CVENT Blog – July 1, 2015)

Meetings-Groups-Business Travel

With many U.S. travelers taking minimal vacation time, the thought of a business trip involving family members is the only soft spot some people can find. 54% of business travelers who take business trips involving leisure bring their family members along, according to data from a Bridge Street survey, which included respondents from all corners of the world. (Skift-September 24, 2015 – Resorts tap into bleisure trend to combine business and family travel)

“Many organizations still see meetings as a cost center, or a hospitality expense, rather than an investment in strategic development”, MacMillan told Skift. So meeting professionals are now turning to DMOs as a source to help grow their revenue. They're requesting financial incentives and subsidies, more marketing support to boost attendance, and more help to secure sponsorship in the destination to drive a meeting's overall business performance. Also, survey respondents reported that the two most appealing selling points for a potential meeting destination were the availability of financial incentives and broad meeting industry collaboration. (Skift-January 18, 2016 – Meeting planners are relying more on tourism bureaus).



Marketing Plan Goals and Objectives

Goals

1. Increase awareness of Kalispell as a travel destination to expanded markets and audiences.
2. Build relationships with visitors as demonstrated through increased usage and engagement with our key platforms.
3. Grow winter and shoulder season visitations.
4. Diversify the promotion of Kalispell's amenities to decrease an over-reliance on activities that can be affected by climate conditions.
5. Provide sponsorships to events and sports tournaments that have growth potential during the shoulder and winter seasons.
6. Connect with active meeting planners in drive market and regional areas.
7. Promote Kalispell as a meeting destination to local businesses and organizations.
8. Play an active role as a voice for tourism in the state and the community through positive publicity and outreach.

Objectives

1. Consumer Travel
 - a. Increase total unique visitors to website by 10% over FY'16.
 - b. Increase new sessions to website from mobile devices by 15% (avg. of mobile & tablet).
 - c. Increase occupancy at TBID hotels between November to April by 2% (as measured by STR).
 - d. Generate 6 media stories in target markets through public relations efforts.
 - e. Increase total social media reach by 5% over FY16.
 - f. Create 2 campaigns that enhance local agricultural products.
2. Events and Sports Tournaments
 - a. Successfully produce established signature events: on budget and with increased economic impact to community.
 - b. Establish sponsorship for two other events or sports tournaments that have long term growth potential during off-season.
3. Meetings & Conventions
 - a. Build a 200 member database of qualified and interested meeting planners.
 - b. Retain engagement of meeting planner database through quarterly newsletters.
 - c. Establish a comprehensive group activity and teambuilding list.
 - d. Create meeting referral program for local businesses and organizations.
 - e. Attend 2 regional tradeshow to promote Kalispell as a meeting destination.
 - f. Create 3 informational handouts for group planners.

Discover Kalispell's Cooperative Marketing

Past Cooperative Marketing Efforts

Discover Kalispell participated in MOTBD co-op programs between FY'10 and FY'15. We focused our participation to winter and spring online campaigns. For the most part the campaigns demonstrated success as measured by impressions, CTR and clicks to website. We did not choose to participate in MOTBD co-ops during FY'16 and are not anticipating participation during FY'17 due to issues we encountered with ad development and scheduling and receiving adequate and timely reporting. Discover Kalispell is open to reevaluating the co-ops as they become available and reengaging with MOTBD.

Discover Kalispell works cooperatively with the PR and Group Travel departments of MOTBD and Glacier Country to assist with hosting press trips and participating in media events held in Seattle, Portland and San Francisco. For the group travel, meetings and conventions segment, Discover Kalispell participates in FAM trips and meeting planner shows such as IMEX. We also appreciate the cooperation and sharing that occurs with photos and videos between Discover Kalispell and MOTBD and the Film Office.

In our local market Discover Kalispell works closely with our partners at Glacier National Park, Flathead Forest Service, Associated Chambers of Flathead Valley, Kalispell Downtown Association and Business Improvement District, Montana West Economic Development, Flathead County Parks and Recreation and Fairgrounds, Kalispell Parks and Recreation, and Montana State Parks. We also collaborate as applicable with Explore Whitefish (WCVB).

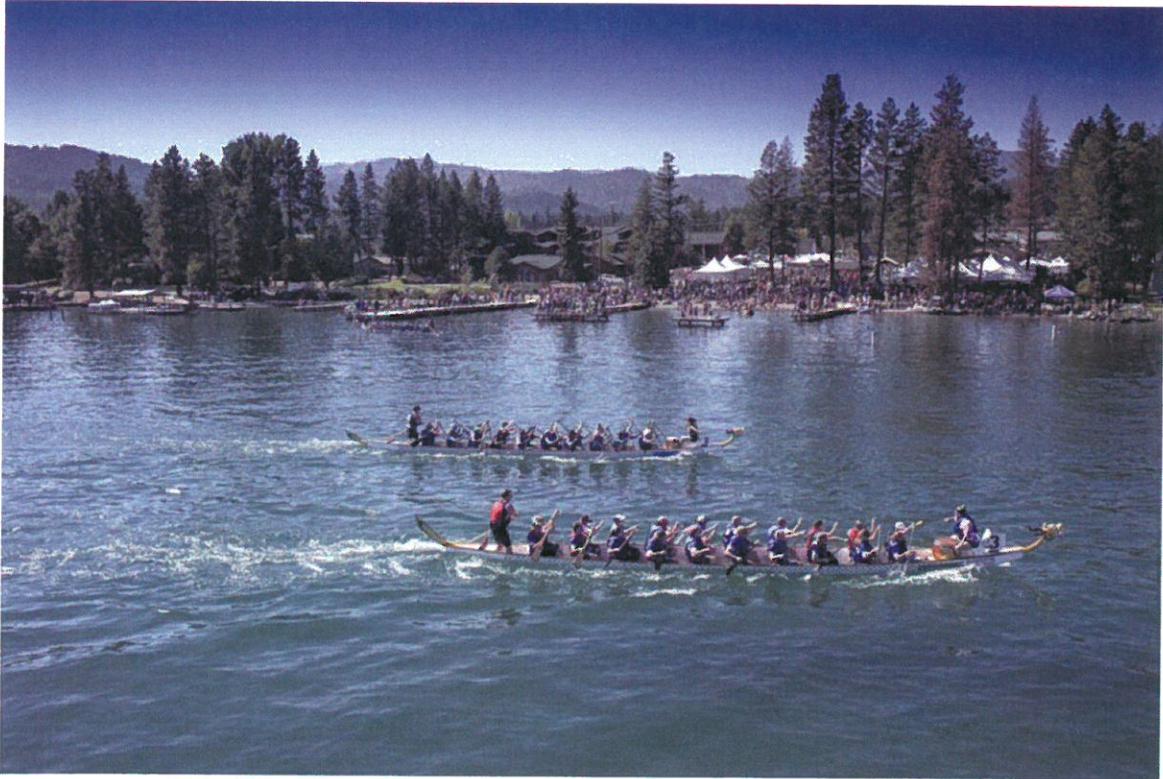
Anticipated FY 2017 Cooperative Marketing

Discover Kalispell is planning several cooperative initiatives with Glacier Country such as media events in Seattle, Portland, and San Francisco, and consumer-based and group travel-based press trips and FAMS.

The National Park Centennial provides unique opportunities for increased visitation as well as concerns of potential issues due to overcrowding and wildfires. Discover Kalispell will continue to work closely with the staff at GNP, Glacier Country and Whitefish CVB to develop crisis management plans and PR. As a group we are also providing information and collateral for Glacier Park's staff training to help educate their staff on other activities and opportunities in the Flathead Valley to provide to Park visitors during peak traffic and congestion times.

Discover Kalispell will monitor and analyze MOTBD partnership opportunities as they become available.





Funding

KCVB Combined Budgets FY'17

TBID Projected Revenue	\$ 525,000
FY'16 Carryover	\$ 49,000
Total	\$ 574,000

Bed Tax Projected Revenue	\$ 122,000
FY'16 Carryover	\$ 8,000
Total	\$ 130,000

Program Description	Project	Program Total	Project	Program Total
Administration *		\$27,250		\$21,800
Staffing - Wages, Employer Expenses Director, Group Sales Mgr, Admin Asst)		\$227,000	Staff employer expenses and operational costs	
Marketing Support		\$8,500		\$35,800
Smith Travel Reports	\$5,500			
Memberships & Education	\$3,000		TAC/Gov Conf	\$1,000
			VIC Staff – year round	\$25,000
			seasonal	\$3,800
			Opportunity	\$5,000
			Outreach	\$1,000
Website		\$18,000		\$ -
Maintenance and enhancements SEO & SEM				
Fulfillment		\$		\$4,350
			phone (800 line)	\$100
			postage	\$4,000
			supplies	\$250
Consumer Marketing		\$86,750		\$38,050
Photo and video library	\$5,000		Photo and video library	\$3,000
Social Media admin & advertising	\$12,000		Social Media admin & adv	\$7,500
Creative services	\$20,000			
Media buy: print and online	\$30,000		Online Advertising	\$14,000
			Print Advertising	\$10,000
Travel show attendance	\$2,500		Travel show attendance	\$1,550
Trade show booth	\$1,500			
Airport displays	\$750			
EMarketing	\$5,000			
Visitor guide and niche brochures	\$10,000		Printed Materials	\$2,000

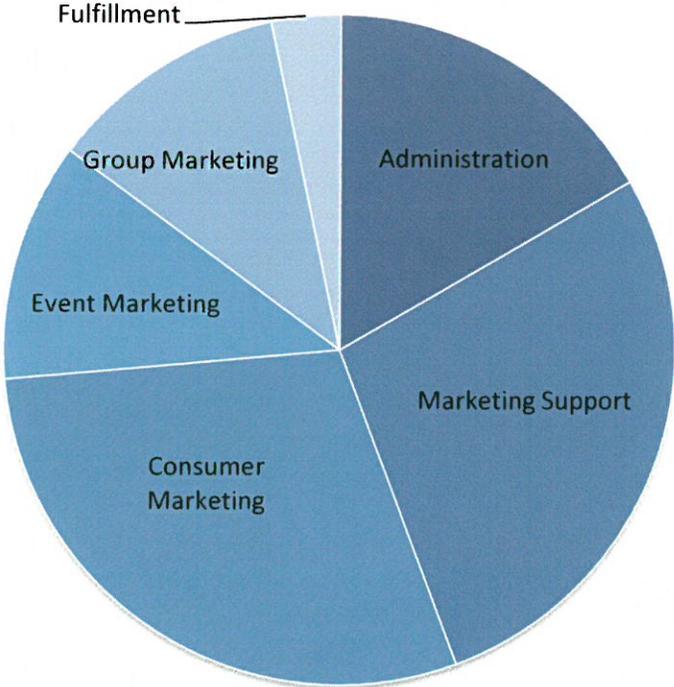
Events and Sports -Operations and Promotion	\$118,500		\$15,000
Dragon Boat Festival	\$30,000	Event Promotion - Press/media	\$3,000
Spartan Race	\$23,000	Event Promotion - Printed Adv	\$3,000
Pond Hockey	\$30,000	Event Promotion - Radio/TV	\$3,000
Other event & sports sponsorships	\$14,500	Event Promotion - Social Media	\$3,000
Event Operations Management	\$21,000	Event Promotion - Electronic	\$3,000
Groups and M&C	\$58,000		\$15,000
Meeting Planner Shows	\$10,000		
Meeting Planner FAM	\$12,000		
Meeting planner incentive program	\$15,000		
Group photo and video library	\$6,000		
M&C guide	\$7,000		
Customer Relationship Mgmt System	\$6,000		
M&C memberships	\$1,000	Online Digital Advertising	\$5,000
Sales calls	\$1,000	Group Marketing Personnel	\$10,000
Publicity	\$30,000		\$ -
Travel media press trips/FAM	\$13,000		
Proactive & reactive PR	\$16,000		
Kalispell branded merchandise	\$1,000		
TOTAL	\$ 574,000	TOTAL	\$ 130,000

*Administration includes bookkeeping, rent, office supplies, postage & copies, tech support, equipment & furniture, phone, audit



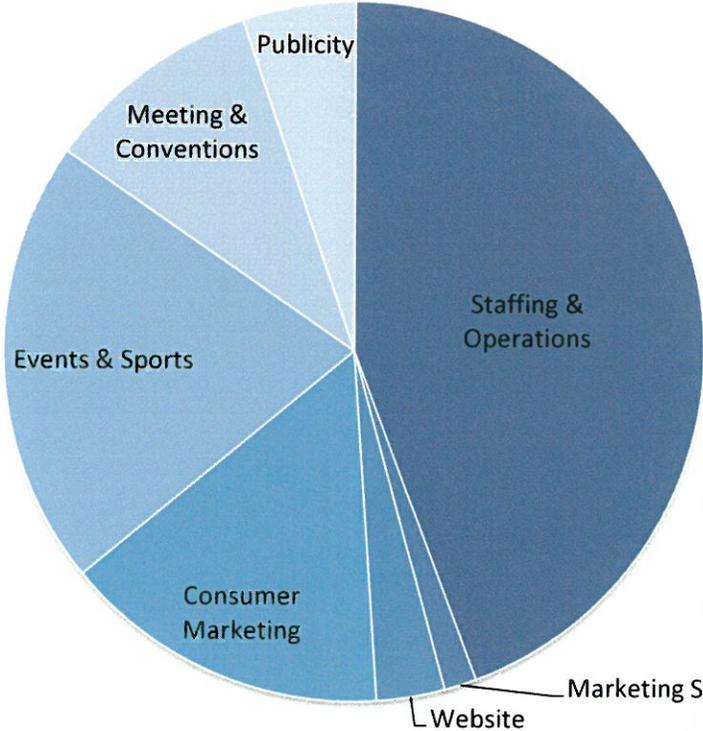
Bed Tax - Total budget = \$130,000

83% of total allocated to marketing – marketing support, consumer, event, group, fulfillment



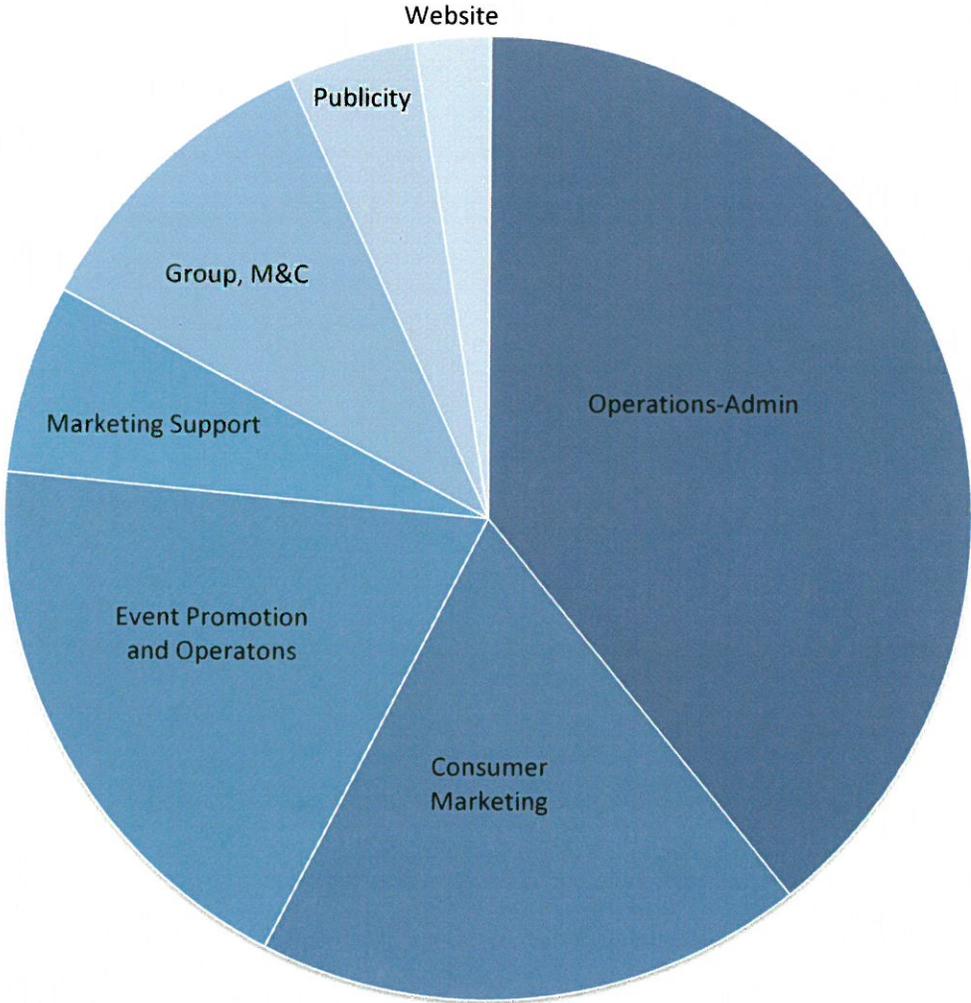
TBID - Total budget = \$574,000

56% of total allocated to marketing – marketing support, website, consumer, events & sports, M&C, publicity



Combined Budgets – Bed Tax and TBID

Total budget = \$704,000



Marketing Segments and Methods

Consumer

The consumer-facing campaigns are divided into late-fall/winter and spring/summer campaigns with approximately 60% of the budget directed at fall/winter. Each campaign is designed to highlight the unique activities available in Kalispell and the surrounding area. Primary media includes social platforms, online ads, content amplification, location based advertising, and print ads with accompanying editorial. The marketing initiatives are not directed at the busy July-August summer season when occupancy levels at hotels is near capacity. It is important to note that when crisis management is needed (example: local wildfires) the PR and opportunity funds are directed at managing that process.

Method	Description	Rationale	Supporting Research	Measure Success
Photo/video library	Secure new photos & videos that support the PR, social media & advertising.	Images play an important role in promoting a destination and engaging with potential visitors.	Images touch a traveler during each phase of the decision process through social media, online adv., and mobile marketing.	Imagery is a branding tool. Effectiveness would be gauged through social media insights.
Social media	Update and manage social media sites that foster consumer engagement and enhance cross platform consistency. Facebook, Twitter, Instagram and YouTube.	Majority of travelers (all demographics) use social media to connect with sphere and share travel experiences and get consumer reviews.	Wherever travelers go in 2016 they use social media to discover, plan and share. (Adventure Travel News, Katie Hardin)	Increased level of engagement; increase total reach by 5%.
Online and print advertising	Creative services and media buy for online ads, location marketing, social media advertising and targeted print publications.	Online adv. enables a destination to reach targeted consumers and connect them with website and other platforms. Lifestyle print publications speak to specific geographic and psychographic markets and are effective in building brand awareness.	Online adv. has measurable ROI and drives shares and referrals. A targeted approach with print adv. provides ability to choose editorial subjects to deliver highly targeted content to an already engaged audience. (INMA ROI Study, Marketingland.com)	Online adv.: number of impressions and CTR. Print adv.: supports the overall brand awareness.
Travel show attendance	Kalispell will attend at least two consumer travel shows during FY17.	It is an economical way to connect directly with consumers interested in our destination. One-on-one conversations allow us to create a strong inspiration to move the interested traveler into the orientation phase of trip planning.	Travel shows allow us to connect with a target market to grow off-peak visitations.	Number of brochures distributed and opt-in subscribers collected.
ENewsletters	Send quarterly newsletters to consumer database.	Emarketing enables us to keep database engaged with our destination and provide specific incentives and information for trip planning.	91% of U.S. adults like to receive promotional emails from companies they do business with. (MarketingSherpa, 2015)	Open rate, CTR and unsubscribe rate.
Visitor Guide & printed collateral	Design and production of annual travel guide, locator map and niche brochures.	Annual travel guides serves as fulfillment piece for VIC and is requested by thousands of potential	Through fulfillment requests and distribution of guides at targeted racks and travel shows we are	Used in conjunction with our website for brand awareness. Number of fulfillment

		visitors each year. The Kalispell tear-off map is a popular item and includes area map and detailed Kalispell map that identifies locations of hotels.	able to engage with potential visitors and lead them to website and social channels to learn more. Niche brochures play a role such as as suggested itineraries to incentivize travel.	requests are measured.
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Events and Sports

Discover Kalispell’s signature events are designed as destination events that impact visitations during specific months of the year. The events are created with our target geographic markets in mind and comprise an activity that is already popular in Canada and United States. The PR received through the events creates awareness of Kalispell in markets we could not otherwise afford to be in. Many participants select to attend our events because a) they are already interested in the sport, and b) it provides a reason to visit Montana which has always been on their bucket list. Discover Kalispell also provides grants to new or existing sports tournaments and events that show ability to create significant out of market participation during shoulder and winter months. TBID funds are used for event operations, promotion and sponsorships. Bed tax funds are used for promotion of signature events only.

Method	Description	Rationale	Supporting Research	Measure Success
Event promotion – press/media	Story pitches and press releases announcing event in target markets to solicit teams and promote teams coming to our events through hometown media.	Connect with markets that have existing teams/ participants to increase event awareness.		Part of event brand awareness, measured by registrations and spectator volume.
Event promotion – printed advertising	Print ads run in target markets that promote the event to solicit registrations and spectators.	Connect with markets that have existing teams/ participants to increase event awareness.		Part of event brand awareness, measured by registrations and spectator volume.
Event promotion – radio/tv	Broadcast coverage to promote event and solicit registrations and spectators.	Increase awareness of event and promote economic impact. Communicate event details and key communication messages.		Part of event brand awareness, measured by registrations and spectator volume.
Event promotion – social media	Social media advertising to promote event and solicit registrations and spectators.	Economical and targeted approach to promote event registrations.		Part of event brand awareness, measured by registrations and spectator volume.
Event promotion - electronic	Online advertising including video promos and emarketing to promote event and solicit registrations and spectators.	Connect with markets that have existing teams/ participants to increase event awareness.		Part of event brand awareness, measured by registrations and spectator volume.

Groups and M&C

Shoulder season months will continue to be the focus for new meeting opportunities (any months outside of July and August). Ideal group size is between 50-120 for individual properties and up to 500

for citywide conferences. We will be creative in offering incentives for groups that meet in the shoulder season and in more than one hotel property.

Discover Kalispell will continue to meet as many planners face-to-face with appointment based tradeshow, inviting them to Kalispell for a first-hand look at how we provide professional services and offer a variety of group activities from the adventure seekers to the historians. Visiting with our local business community members will be significant in our search for potential conferences. Many of our Kalispell leaders sit on national, regional and state boards as well as belong to various organizations, both professional and social.

Developing “out of the ordinary” group activities will help to sell Kalispell as a meeting destination and provide a unique experience for attendees. With so many recreational, business and educational opportunities we will continue to build a comprehensive list to sell the experience.

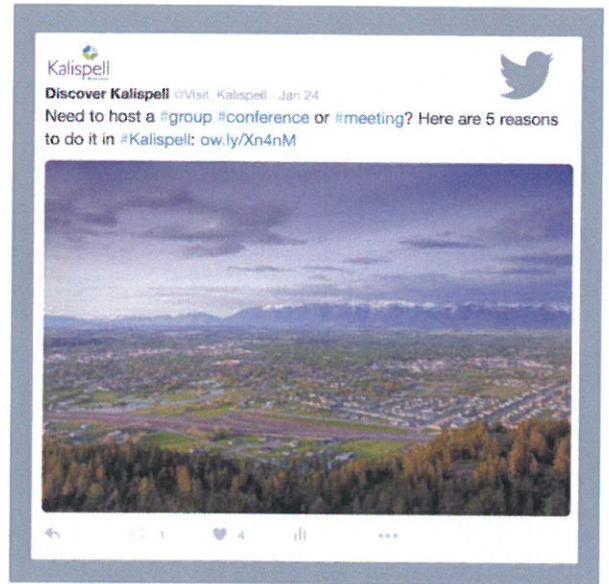
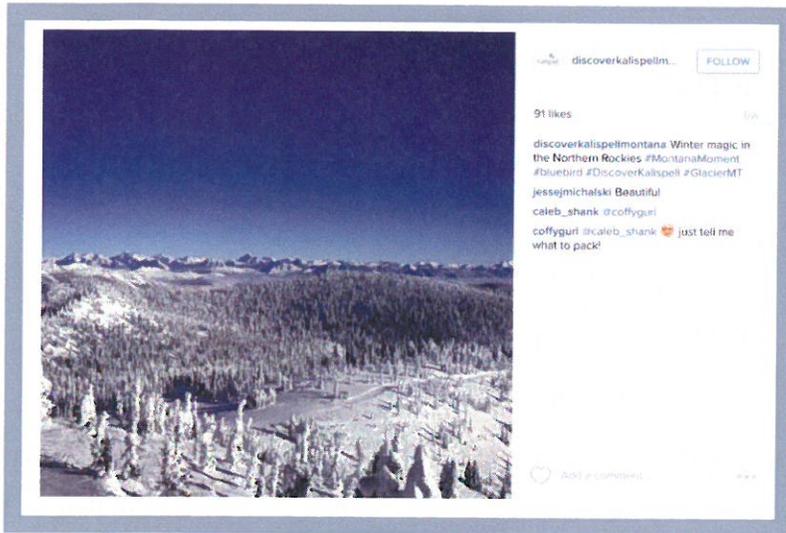
Method	Description	Rationale	Supporting Research	Measure Success
Tradeshow attendance	Attend 2 appointment based shows. Continue to Partner with Glacier Country and Montana CVB's for IMEX.	Appointment based shows allow interested planners to learn more about destinations. Partnering with other tourism entities for larger shows to help with costs and build the Montana brand as a meeting destination.	Meeting and event professionals worldwide have said for years there is still no better way to network than face to face meetings with those in your field. (Fast Future Research-Convention 2020 survey)	Number of qualified leads and RFP's.
Meeting Planner FAM	Identify and invite meetings planners with an interest in our area and that qualify for our specific meeting criteria.	Showcase Kalispell and let planners experience first-hand the quality of meeting facilities and all that our area has to offer to their group.	They provide many benefits for event planners. It is a quick way to learn specific destinations, new venues, and excursions that are of value to clients. (Event Planning—blog from CVENT)	Increase our database with qualified planners for future opportunities.
Meeting Incentive Program	Provide incentives / sponsorships to groups during our shoulder seasons months and need times.	Organizations are reaching out to CVB's/DMO for promotion & financial assistance and resources. Use these to provide attractive alternate dates.	Organizations are not increasing budgets but planners are feeling the pressure to produce the same results with less resources. (Skift 1/18/16)	Through participation rate and booked business.
Group photo & Video Library	Continue to add quality group photos and order new pull up meeting displays.	Have a variety of professional imagery that promotes Kalispell as a meeting destination. Use images in quarterly group newsletters, website and collateral. Promote at local conferences and events.	Content marketing boost brand visibility and enhances the organizations' online presence to ensure that you can connect with a larger consumer base. (Blue-The Importance of imagery in your content marketing strategy)	Part of brand awareness.
M & C Memberships	Join associations or organizations that have local community ties.	Utilize membership lists for emails and newsletters to promote Kalispell as a meeting destination.	Maximize benefits by joining organizations. Includes: database, networking, sponsorship exhibit opportunities, and promotional emails to members.	Increase database.

Sales Calls	Appointment based sales calls to local community and drive market. Focus on corporate, association, social group business and our signature events for groups.	Members of local business community sit on state, regional and national boards & belong to various organizations. Utilize their buy-in to promote Kalispell. Leverage our valley events to encourage out of area participation.	Personally asking for referrals during local business calls has resulted in a booked conference and RFP's.	Number of qualified leads and RFP's.
Lead Generating Service	Maximize all resources and opportunities to access quality leads specific to our area. Utilize industry research to assist us in building our database.	Empowermint is part of DMAI and offers leads to their members. This gives us the chance to research and target a qualified meeting that fits Kalispell.	Empowermint provides a database of information on organizations and meetings and events and training specifically for CVB's and DMO's. You will find demographics, preferences and histories of those meetings. (Empowermint.com)	Number of qualified leads and increase our database.

Publicity

Publicity and public relations methods include creation of story pitches which are sent to targeted media based on editorial calendars, used on DiscoverKalispell.com, press room and quarterly newsletters. Discover Kalispell participates in opportunities that become available such as the NPS centennial and travel platforms that offer exposure where we can control content. The publicity method also includes travel media and influencer press trips in fall, winter and spring and participation in media events in target markets. Discover Kalispell purchases branded items to provide to travel media, influencers and used for contest prizes.

Method	Description	Rationale	Supporting Research	Measure Success
Travel media press trips/FAM	Host top producing journalists to promote experiences in shoulder and winter months that are unique to Kalispell and the Valley and promote our charming small town and amenities.	Educate travel writers and their readership of our destination and its proximity to Glacier Park and the unique activities offered.	Earned media is the most trusted and influential source of commercial information and holds 3 of the top 4 spots of most trusted sources. (Conductor Spotlight, Nielsen Studies)	Generate six media stories in target markets that promote shoulder and winter travel to Kalispell and area.
Proactive and reactive PR	Editorial calendar research, response to specific opportunities and requests, maximize the Discover Kalispell pressroom.	Identify editorial opportunities relevant to our destination.	PR can have a positive ROI by improving brand equity, the value of a brand, handle and dissipate negative situations and natural disasters. (Russell Huebsch, Demand Media)	Part of brand awareness strategy and integrity. Also measured as part of the earned media received.
Kalispell branded merchandise	Discover Kalispell purchases branded merchandise for promotional purposes.	Branded merchandise distributed to targeted individuals helps to sustain and build interest in our destination.		Part of the brand awareness strategy.



KCVB TBID Budget - FY'17

TBID Projected Revenue	\$	525,000
FY'16 Carryover	\$	49,000
Total	\$	574,000

Program Description	Project	Program Total
Administration		
Staffing		\$227,000
Operations		\$27,250
Marketing Support		
		\$8,500
Smith Travel Reports	\$5,500	
Memberships & Education	\$3,000	
Website		
		\$18,000
Maintenance and enhancements		
SEO & SEM		
Consumer Marketing		
		\$86,750
Photo and video library	\$5,000	
Social Media admin & advertising	\$12,000	
Creative services	\$20,000	
Media buy: print and online	\$30,000	
Travel show attendance	\$2,500	
Trade show booth	\$1,500	
Airport displays	\$750	
EMarketing	\$5,000	
Visitor guide and niche brochures	\$10,000	
Events and Sports -Operations and Promotion		
		\$118,500
Dragon Boat Festival	\$30,000	
Spartan Race	\$23,000	
Pond Hockey	\$30,000	
Other event & sports sponsorships	\$14,500	
Event Operations Management	\$21,000	
Groups and M&C		
		\$58,000
Meeting Planner Shows	\$10,000	
Meeting Planner FAM	\$12,000	
Meeting planner incentive program	\$15,000	
Group photo and video library	\$6,000	
M&C guide	\$7,000	
Customer Relationship Mgmt System	\$6,000	
M&C memberships	\$1,000	
Sales calls	\$1,000	
Publicity		
		\$30,000
Travel media press trips/FAM	\$13,000	
Proactive & reactive PR	\$16,000	
Kalispell branded merchandise	\$1,000	
TOTAL		\$ 574,000

TOURISM BUSINESS IMPROVEMENT DISTRICT

FUND: 7855

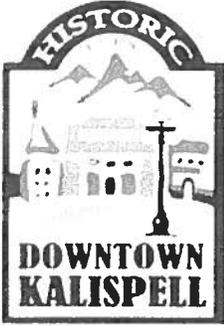
PROJECTED FIDUCIARY RECEIPTS AND FUNDS DUE TO

		ACTUAL FY13/14	ACTUAL FY14/15	BUDGET FY15/16	estimated ACTUAL FY15/16	proposed BUDGET FY16/17
<u>BEGINNING CASH</u>						
10100	CASH:	\$928	\$0	\$0	\$0	\$0
	Total Cash	\$928	\$0	\$0	\$0	\$0
<u>RECIPTS</u>						
10100	Room Tax	\$505,000	\$549,404	\$525,000	\$525,000	\$574,000
	Total Receipts	\$505,000	\$549,404	\$525,000	\$525,000	\$574,000
	TOTAL AVAILABLE	\$505,928	\$549,404	\$525,000	\$525,000	\$574,000
<u>DUE TO</u>						
21210	Due to TBID	\$505,928	\$549,404	\$525,000	\$525,000	\$574,000
<u>ENDING CASH</u>						
	CASH:	\$0	\$0	\$0	\$0	\$0

PROGRAM DESCRIPTION

The Tourism Business Improvement District is a component unit of the City of Kalispell. The City does not record revenues and expenses of the district. The funds are passed thru to the Chamber of Commerce. The Chamber is responsible for managing the funds and providing the City with financial statements.

KALISPELL BUSINESS IMPROVEMENT DISTRICT



April 29, 2016
Kalispell City Council
P. O. Box 1997
Kalispell, Mt. 59903

Re: BID Budget 2016 - 2017

Mayor Johnson and Members of the Council,

It is with unanimous agreement that we forward to you our budget request for July 1, 2016 – June 30, 2017.

This past year marked another busy year for the Kalispell Business Improvement District. We can all be very proud of what was accomplished.

During this past year we;

- Coordinated our fifth "**Chocolat Affaire**" to celebrate Valentine's Day in Downtown
- Continued our successful **Thursday!Fest** celebrations with the coordination of the Downtown Association
- Welcomed many **new retail and food establishments and or new owners** to the district
- Continued the "**Wooden Coin**" program - \$5.00 off a purchase of \$25.00 or greater at most downtown establishments
- Sponsored and assisted with downtown events; Taste of Kalispell, Annual Art Walk and Holiday Stroll, Christmas Community Tree Lighting and Caroling, First Night Flathead, Ladies Night, Run Through History and Block Party, & the Glacier Rod Run
- Maintained our part-time Ambassador **to keep downtown clean and friendly**
- Secured a **\$15,000 Montana Department of Commerce** grant to assist with Façade Improvements within the BID district.
- Upgraded our website to be mobile friendly
- Hosting a **downtown Kalispell Facebook** page and hired a team to maintain the page
- Continue to make significant upgrades to our website www.downtownkalispell.com
- We will continue to work closely with the City of Kalispell, the Kalispell Downtown Association, the Tourism Business Improvement District, the Kalispell Convention and Visitors Bureau, Montana West Economic Development and most importantly our downtown businesses. Know that in the coming year we will continue to pursue opportunities to improve the economic growth and prosperity of our downtown.

GOALS

- Renewal of the BID – See attached information sheet
- Continued upgrades to our website including some new pages
- New and continued advertising
- Continue the Façade Improvement program which stimulates private investment in the downtown
- The continued printing and distribution of our popular walking tour brochure

Also look for these and other events in 2016 & 2017:

- **A Chocolat Affaire** – February 3, 2017, 5:00 – 8:00 PM
- **Thursday!Fest** – June 23 – August 25, 5:00 – 8:00 PM
- **Taste of Kalispell** – September 8, 5:00 PM – In coordination with The Museum at Central School
- **8th Annual 5K Run Through History** – Sunday, April 16, 2017
- **Annual Art Walk** – Friday, December 2nd, 5:00 – 9:00 PM
- **First Night Flathead** – Downtown Kalispell – December 31st

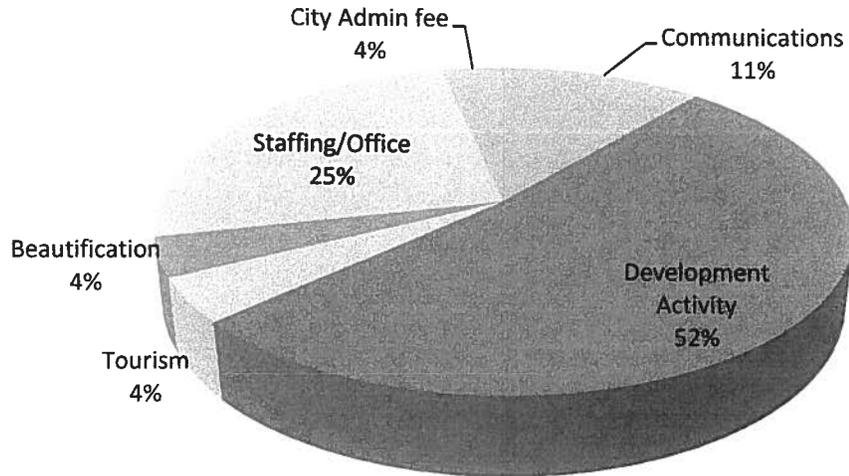
Please accept our thanks for consideration of our budget. New development in Downtown and ongoing business is reshaping our downtown into a true live-work-play community. Much work remains to be done, but downtown momentum continues. We are dedicated to finding solutions to the challenges that our businesses face and we look for opportunities to improve our economic growth and prosperity.

Sincerely,

Jon Fetveit

Board Chair

BID BUDGET 2016 - 2017



Development Activity

• Façade Improvement Program	\$15,000	
• Cleaning	\$20,000	
• Advertising/Publications	\$ 6,000	
• Events	\$ 3,500	
• Insurance	\$ 7,526	
• Bike racks/new projects	\$20,000	\$ 72,026

Communications

• Web Development & Management	\$ 4,000	
• Social Media	\$ 2,400	
• On line Marketing	\$ 7,800	
• Newsletter	\$ 350	
• Cell Phone	\$ 800	\$ 15,350

Beautification

• Flowers	\$ 4,350	
• Art	\$ 1,000	\$ 5,350

Tourism

• Printing	\$ 6,000	\$ 6,000
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STAFFING

• Coordinator	\$30,000	
• Rent/supplies/conferences/mileage	\$ 5,500	\$ 35,500

CITY ADMINISTRATIVE FEE	\$ 4,688	<u>\$ 4,688</u>
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TOTAL PROPOSED \$138,914

BUSINESS IMPROVEMENT DISTRICT

FUND: 2700-490-470330

PROJECTED REVENUE AND FUND SUMMARY

	ACTUAL FY13/14	ACTUAL FY14/15	BUDGET FY15/16	estimated ACTUAL FY15/16	proposed BUDGET FY16/17
<u>BEGINNING CASH</u>					
10100 CASH: Operating	\$116,040	\$77,818	\$57,258	\$57,258	\$15,757
Total Cash	\$116,040	\$77,818	\$57,258	\$57,258	\$15,757
<u>REVENUES</u>					
363010 Assessments	\$23,963	\$23,577	\$24,000	\$23,500	\$23,500
311100 Levy	\$64,084	\$56,854	\$51,413	\$51,800	\$52,000
312000 Penalty & Interest	\$319	\$223	\$136	\$124	\$100
335230 Class 8 PP Reimb.	\$251	\$622	\$311	\$640	\$640
346050 Festivals	\$600	\$0	\$0	\$0	\$0
365000 Donations/Grants	\$16,210	\$4,397	\$20,000	\$8,235	\$11,250
371010 Interest	\$449	\$372	\$250	\$200	\$250
Total Revenue	\$105,876	\$86,045	\$96,110	\$84,499	\$87,740
TOTAL AVAILABLE	\$221,916	\$163,863	\$153,368	\$141,757	\$103,497
<u>EXPENSES</u>					
Operating	\$144,098	\$106,605	\$148,734	\$126,000	\$103,388
<u>ENDING CASH</u>					
CASH: Operating	\$77,818	\$57,258	\$4,634	\$15,757	\$109

DOWNTOWN BUSINESS IMPROVEMENT DISTRICT WAS CREATED May 17, 2004

by Resolution 4891A adopting a budget and providing funding through a mill levy

and assessment combination.

BUSINESS IMPROVEMENT DISTRICT

FUND: 2700-490-470330

EXPENDITURE DETAIL/SUMMARY

	ACTUAL FY13/14	ACTUAL FY14/15	BUDGET FY15/16	proposed BUDGET FY16/17	
PROGRAM:					
STAFFING:					
349	Mileage/Supplies/Conferences/ Rent	\$5,167	\$5,716	\$5,000	\$5,500
350	Contract staff - coordinator	\$29,300	\$29,700	\$30,000	\$30,000
353	Contract staff - other	\$18,962	\$23,192	\$20,000	\$20,000
IMPROVEMENTS:					
244	Way finding signs	\$26,482	\$0	\$0	\$0
COMMUNICATIONS:					
322	Newsletter	\$303	\$265	\$350	\$350
345	Cell Phone/Wireless	\$809	\$777	\$800	\$800
352	Web Site Development/logo	\$3,355	\$1,642	\$4,000	\$2,000
357	Social Media and On-line Marketing	\$3,536	\$2,282	\$5,000	\$10,200
DEVELOPMENT ACTIVITY:					
351	Development Activity: Contract services	\$6,165	\$190	\$20,000	\$5,000
355	Façade Improvement Program	\$11,100	\$11,575	\$30,000	\$10,000
365	Advertising/Publications	\$23,401	\$13,069	\$6,000	\$0
366	Sponsorship/Events	\$1,449	\$2,590	\$3,500	\$2,000
530	Insurance	\$7,183	\$7,183	\$7,200	\$7,500
TOURISM:					
356	Printing	\$111	\$0	\$6,000	\$0
BEAUTIFICATION:					
360	Art	\$500	\$0	\$1,000	\$1,000
364	Cleaning & Flowers	\$2,859	\$3,627	\$4,000	\$4,350
522	Administrative Transfer	\$3,416	\$4,797	\$5,884	\$4,688
	Total Budget	\$144,098	\$106,605	\$148,734	\$103,388

CAPITAL IMPROVEMENT PLAN

PAGE	FUND	Dept. #	
1	1000	410	PUBLIC WORKS
1	1000	412	FACILITIES
1	1000	413	POLICE
1	1000	416	FIRE
1	1000	420	PLANNING
1	2230	440	AMBULANCE
1	2394	420	BUILDING
2	2500	421	STREETS
3	2215	436	PARKS
3	2600	436	FORESTRY
3	5160	430	AIRPORT
4	5210	447	WATER
4-5	5310	454	SEWER
5	5310	455	WWTP
5	5349	453	STORM SEWER
5	5510	460	SOLID WASTE
6	6010	410	CENTRAL GARAGE
6	6030	403	INFORMATION TECHNOLOGY

CITY OF KALISPELL
FIVE YEAR CAPITAL IMPROVEMENT PLAN

DEPARTMENT	DESCRIPTION	2017	2018	2019	2020	2021	TOTAL
PUBLIC WORKS ADMINISTRATION 1000-410-430100-xxx	VEHICLE REPLACEMENT (426, 409, 410, 402, 425, 800)	\$50,000	\$50,000	\$25,000	\$25,000	\$0	\$150,000
	TOTAL	\$50,000	\$50,000	\$25,000	\$25,000	\$0	\$150,000
CITY FACILITIES-MAINTENANCE 1000-412-411230	AWNINGS						\$0
	CARPET POLICE DEPARTMENT						\$0
	POLICE ENTRANCE IMPROVEMENT (DOORS 5 AND 6)	\$8,000	\$8,000				\$16,000
	TOTAL	\$8,000	\$8,000	\$0	\$0	\$0	\$16,000
POLICE 1000-413-42014-xxx	VEHICLE REPLACEMENT- MARKED PATROL (2 veh. Purchased one year 3 the next)	\$120,000	\$79,000	\$123,000	\$120,000	\$120,000	\$562,000
	VEHICLE REPLACEMENT- UNMARKED VEHICLES	\$16,000	\$16,500	\$17,000	\$17,000	\$17,000	\$83,500
	VEHICLE REPLACEMENT- MCU/ SRT VEHICLES		\$25,000	\$0	\$0	\$25,000	\$50,000
	INTERVIEW RECORDING SYSTEM			\$12,000	\$0	\$0	\$12,000
	REPLACE PARKING TICKET STATION IN EAGLES LOT			\$16,000	\$0	\$0	\$16,000
	TOTAL	\$136,000	\$120,500	\$168,000	\$137,000	\$162,000	\$723,500
FIRE 1000-416-420400-xxx	ENGINE/PUMPER	\$500,000					\$500,000
	COMMAND VEHICLE/CHIEF OFFICER	\$35,000					\$35,000
	S.C.B.A REPLACEMENT BOTTLES	\$535,000	\$66,000	\$0	\$0	\$0	\$666,000
	TOTAL	\$535,000	\$66,000	\$0	\$0	\$0	\$601,000
PLANNING AND ZONING 1000-420-411020-xxx	VEHICLE REPLACEMENT- 2005 Chevy Malibu Sedan	\$25,000					\$25,000
	TOTAL	\$25,000	\$0	\$0	\$0	\$0	\$25,000
AMBULANCE 2230-440-420730-xxx	TRANSPORT AMBULANCE		\$185,000	\$185,000			\$370,000
	LIFE PAK 15 CARDIAC MONITORS		\$64,000	\$64,000			\$128,000
	TOTAL	\$0	\$249,000	\$249,000	\$0	\$0	\$498,000
BUILDING DEPARTMENT 2394-420-420530-xxx	VEHICLE REPLACEMENT- 2006 Impala Sedan		\$32,500				\$32,500
	VEHICLE REPLACEMENT - 2006 Sierra Pickup - upgrade to 4X4	\$32,500					\$32,500
	VEHICLE REPLACEMENT - 2007 Sierra Pickup - upgrade to 4X4	\$32,500					\$32,500
	VEHICLE REPLACEMENT - 2008 Sierra Pickup - upgrade to 4X4	\$65,000					\$65,000
	TOTAL	\$65,000	\$32,500	\$0	\$0	\$0	\$97,500

CITY OF KALISPELL
FIVE YEAR CAPITAL IMPROVEMENT PLAN

DEPARTMENT	DESCRIPTION	2017	2018	2019	2020	2021	TOTAL
SPECIAL STREET MAINTENANCE/TSS 2500-421-430240-xxx	TSM 5- 3 AVE E / 4TH AVE E COUPLET (UNFUNDED CAPITAL)	\$251,569					\$251,569
	TSM 10- 2-ST E / WOODLAND AVE (UNFUNDED CAPITAL)	\$251,569				\$251,569	\$251,569
	TSM 12- 18TH ST / AIRPORT ROAD		\$18,868				\$18,868
	TSM 15- 4TH AVE E / 2ND ST E				\$176,098		\$176,098
	TSM 16- WHITEFISH STAGE ROAD / WEST EVERGREEN DRIVE	\$238,991					\$238,991
	TSM 24- TRAFFIC SIGNAL SYNCHRONIZATION-US 93 AND HWY 2	\$62,892					\$62,892
	MSN 2- FOUR MILE DRIVE-STILLWATER ROAD TO US HWY 93 (CARRYOVER)	\$4,200,000					\$4,200,000
	PM-MILL, OVERLAY AND CHIP SEAL PROJECTS	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$2,500,000
	PM-STRIPPING PROJECTS	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000	\$300,000
	RH-4TH AVE E FROM CENTER TO 14TH ST E (BOND) (Coordination with water project	\$1,114,018		\$627,754			\$627,754
	RH-8TH AVE W FROM 7ST W TO 11TH ST E (Coordination with water project phases)	\$25,771					\$25,771
	SAND/COLD MIX STORAGE SHED (CARRYOVER) (total \$103,084 split street, sewer, w	\$30,552		\$300,000			\$30,552
	SHOP COMPLEX PAVEMENT RESTORATION (Split b/t wtr, swr, storm, streets, solid ws	\$200,000		\$50,000			\$500,000
	HEAVY TRUCKS REPLACEMENT - (12 YD)(263,311,246,305)	\$30,000		\$110,000			\$130,000
	HEAVY TRUCKS REPLACEMENT - (ICE MELT/WATER TRUCK)(330,338,361)(MACI						\$110,000
	HEAVY TRUCKS NEW - SIGN PLATFORM TRUCK					\$50,000	\$50,000
	SKID STEER LOADER REPLACEMENT(337)		\$65,000				\$65,000
	VEHICLE REPLACEMENT-UP TO 1 TON(202,210,430,214)	\$40,000	\$105,000	\$30,000	\$45,000		\$180,000
	STREET SWEEPER- (PRICE REFLECTS GRANT MATCH) (306,350,351)			\$43,000	\$43,000		\$126,000
	BACKHOE REPLACEMENT (244)				\$105,000		\$105,000
FRONT END LOADER REPLACEMENT (371)					\$210,000	\$210,000	
ASPHALT PAVER REPL. (PRICE FOR USED REPLACEMENT) (309)		\$200,000				\$200,000	
SUPPORT EQUIPMENT REPLACEMENT - FLAIL MOWER (339)				\$70,000		\$70,000	
SUPPORT EQUIPMENT REPLACEMENT - CRACK SEALER (325)		\$50,000				\$50,000	
SUPPORT EQUIPMENT REPLACEMENT - TRAILER (385)		\$25,000				\$25,000	
SUPPORT EQUIPMENT REPLACEMENT - AIR COMPRESSOR (398)	\$91,000					\$91,000	
SUPPORT EQUIPMENT REPLACEMENT - SNOW BLOWER ATTACHMENT (399)			\$30,000			\$30,000	
SUPPORT EQUIPMENT REPLACEMENT - SANDER/DE-ICER COMBO UNIT					\$8,000	\$8,000	
SUPPORT EQUIPMENT REPLACEMENT - AIRLESS STRIPER & LINE DRIVER						\$8,000	
SUPPORT EQUIPMENT REPLACEMENT - MOBILE PRESSURE WASHER						\$8,000	
SUPPORT EQUIPMENT REPLACEMENT - GRAPHIC PLOTTER		\$20,000				\$20,000	
SUPPORT EQUIPMENT REPLACEMENT - SIGN ROLLER & CONVEYOR TABLE						\$8,000	
SUPPORT EQUIPMENT REPLACEMENT - PIPE THREADER					\$9,000	\$9,000	
SUPPORT EQUIPMENT REPLACEMENT - STRIPER						\$9,000	
TOTAL		\$7,153,862	\$1,051,868	\$1,750,754	\$1,016,098	\$1,101,569	\$12,074,151

CITY OF KALISPELL
FIVE YEAR CAPITAL IMPROVEMENT PLAN

DEPARTMENT	DESCRIPTION	2017	2018	2019	2020	2021	TOTAL
PARKS DEPARTMENT 2215-436-460xxx-xxx	LAWRENCE PARK- EXPANDED PARKING		\$45,000				\$45,000
	WOODLAND PARK- STABILIZE POND PERIMETER				\$75,000		\$75,000
	WOODLAND PARK- REPLACE/RENOVATE RESTROOMS	\$130,000					\$130,000
	WOODLAND PARK- CAMP CENTER EXTERIOR PAINTING		\$15,000				\$15,000
	DRY BRIDGE PARK- PEDESTRIAN WALKWAY				\$135,000		\$135,000
	DRY BRIDGE PARK- ACCESSIBLE FISHING PIER				\$20,000		\$20,000
	THOMPSON MEMORIAL PARK - PLAYGROUND			\$60,000			\$60,000
	MERIDEAN PARK - FENCING		\$16,000				\$16,000
	LIONS PARK- PLAYGROUND			\$40,000			\$40,000
	EASTSIDE PARK- PEDESTRIAN WALKWAY			\$15,600			\$15,600
	WESTERN PARK- COMPLETE DEVELOPMENT?					\$270,000	\$270,000
	KIDSPORTS MAINTENANCE STORAGE BUILDING		\$35,000				\$35,000
	GATOR UTILITY VEHICLE		\$7,650				\$7,650
	SAND PRO-						
	POOL PAINT ACTIVITY POOL	\$16,000					\$16,000
	TORO 4500	\$50,000					\$50,000
	TORO 5900		\$80,000				\$80,000
	KUBOTA		\$38,000				\$38,000
	FLATBED TRUCK WITH DUMP BED	\$32,000					\$32,000
	RECREATION VAN- 15 PASSENGER		\$18,000				\$18,000
	3/4 TON PICKUP SNOWPLOW WITH TOMMY LIFT				\$22,000		\$22,000
	1/2 TON PICKUP	\$15,000			\$15,000		\$30,000
	TOTAL		\$243,000	\$266,650	\$152,600	\$230,000	\$270,000
FORESTRY 2600-436-460433-xxx	BANDIT CHIPPER	\$40,000					\$40,000
	3/4 TON PICKUP WITH TOMMY LIFT	\$40,000	\$24,000				\$24,000
TOTAL		\$40,000	\$24,000	\$0	\$0	\$0	\$64,000
AIRPORT 5160-436-430310-xxx Projects identified are presented for current footprint and use. The update of the Urban Renewal Plan may alter the approach of the CIP.	MAIN RUNWAY- THIN OVERLAY	\$372,000					\$372,000
	WEST SIDE TAXIWAY AND ACCESS POINTS-PULVERIZE AND OVERLAY		\$255,516				\$255,516
	EAST SIDE TAXIWAY AND ACCESS POINTS- PULVERIZE AND OVERLAY			\$362,167			\$362,167
	NORTH FUEL ISLAND ACCESS ROAD- PULVERIZE AND OVERLAY		\$14,280				\$14,280
	MAIN HANGAR TAXIWAY-PULVERIZE AND OVERLAY		\$41,446				\$41,446
	NORTH WEST AIRPORT ROAD CONNECTOR- PULVERIZE AND OVERLAY				\$56,000		\$56,000
	CRACK SEAL (RYAN LANE LOTS, HANGAR AND TAXIWAY ACCESS POINTS AND	\$14,794					\$14,794
	RYAN LANE- MILL AND OVERLAY					\$40,119	\$40,119
	TOTAL	\$386,794	\$311,242	\$362,167	\$56,000	\$56,000	\$1,116,203

CITY OF KALISPELL
FIVE YEAR CAPITAL IMPROVEMENT PLAN

DEPARTMENT	DESCRIPTION	2017	2018	2019	2020	2021	TOTAL
WATER DEPARTMENT 5210-447-430550-xxx	8TH AVE W. MAIN REPLACEMENT FROM CENTER TO 11TH ST			\$2,340,011			\$2,340,011
	4TH AVE. E. MAIN REPL. (BOND) (CENTER TO 3 ST TO 14 ST E CORD W/STREET,	\$2,435,627					\$2,435,627
	7TH AVE WN LOOP FROM 6TH AVE WN TO E NEVADA ST	\$108,000			\$369,924		\$369,924
	2ND AVE E 2" MAIN REPL. FROM 13 ST E TO 14 ST E. THENCE EAST TO 3 AVE E-C					\$150,000	\$150,000
	NOFFSINGER SPRING MAINTENANCE (misc repairs/roof replc, brick replc, sealant)					\$45,600	\$45,600
	MISC CONTRACT MAIN UPSIZE					\$110,000	\$110,000
	METERS - NEW	\$150,000	\$88,521	\$150,000	\$150,000	\$150,000	\$750,000
	METERS - REPLACEMENTS	\$45,600	\$45,600	\$45,600	\$45,600	\$45,600	\$228,000
	HILLTOP AVENUE	\$110,000	\$110,000	\$110,000	\$110,000	\$110,000	\$550,000
	CONSTRUCT GROSSWIELLER WELL (CARRYOVER)	\$639,745					\$639,745
	SCADA SYSTEM UPGRADES	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$75,000
	NOFFSINGER SPRING GENERATOR- CARRYOVER	\$90,000					\$90,000
	ALTITUDE/PRV VALVE AT ELEVATED TANK		\$136,175				\$136,175
	SAND/COLD MIX STORAGE (CARRYOVER)(Total \$103,084 split street,sewer, water, st	\$25,771					\$25,771
	6TH AVE WN FROM IDAHO TO INTERSECTION OF NEVADA & 7TH AVE WN				\$1,006,303		\$1,006,303
	9TH AVE W FROM 6TH ST W TO 8TH ST W, 8TH ST W B/T 8TH AVE W & 10TH AVE W	\$30,552	\$621,775				\$621,775
	SHOP COMPLEX PAVEMNT RESTORATION (Split b/t wtr. swr. storm. street, solid wst)	\$30,000					\$30,552
	PARKS METERING PHASE I AND PHASE II	\$30,000	\$49,000	\$35,000			\$60,000
	VEHICLE REPL.-UP TO 1 TON(220,270,275)					\$27,000	\$84,000
	TRENCH ROLLER REPLACEMENT(271)		\$130,000				\$130,000
	BACKHOE REPLACEMENT(249)						\$27,000
HEAVY TRUCKS REPLACEMENT - (12 YD)(221)				\$10,000		\$10,000	
RIDING MOWER REPLACEMENT						\$17,000	
SUPPORT EQUIPMENT REPLACEMENT - TAPPING MACHINE					\$17,000	\$17,000	
SUPPORT EQUIPMENT REPLACEMENT - METER TEST BENCH					\$18,000	\$18,000	
TOTAL		\$3,680,295	\$1,376,071	\$2,705,611	\$1,758,827	\$730,714	\$10,251,518
SEWER DEPARTMENT- BILLING AND COLLECTIO 5310-454-430630-xxx	PETERSON SCHOOL ALLEY PIPE REPLACEMENT	\$381,532					\$381,532
	6TH ALLEY E. SOUTH OF 14 E ST. TO 13 ST E PIPE REPLACEMENT		\$222,988				\$222,988
	5TH ALLEY E FROM 7 ST E TO 10 ST E SLIP LINING			\$74,348			\$74,348
	1ST ALLEY WN FROM MONTANA ST TO WASHINGTON ST SLIP LINING			\$49,783			\$49,783
	3RD ALLEY WEST; 10 ST W -11 ST W, AND 11 ST W - 2ND AVE W SLIP LINING			\$73,968			\$73,968
	MANHOLE REHABILITATION & SEWER MAIN REPLACEMENTS/REPAIRS	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$250,000
	1ST ALLEY EAST NORTH PIPE UPSIZE- CARRYOVER (66% Impact)	\$54,563					\$54,563
	STILLWATER ROAD INTERCEPTOR				\$3,249,378		\$3,249,378
	MISC. SEWER CONTRACT MAINS AND FACILITY ENLARGMENTS	\$100,000	\$45,000	\$45,000	\$45,000	\$45,000	\$280,000
	WEST SIDE INTERCEPTOR - 3 MILE DR & SPRING CREEK PROJECT (CARRY)	\$921,112	\$7,612,347				\$8,533,459
	2ND ALLEY WN; MT-CA UPSIZE REPLACEMENT (CARRYOVER)	\$705,078					\$705,078
	FIRST ALLEY E AND W BETWEEN 7 ST W AND 9 ST W SLIP LINING			\$108,405			\$108,405
	6TH ALLEY WN FROM WYOMING ST TO COLORADO ST SLIP LINING			\$45,489			\$45,489
	6TH ALLEY EN; E OR - E ID / E WASH; 6TH ALLEY -7TH ALLEY SLIP LINING			\$57,321			\$57,321
	EAST/WEST ALLEY NORTH OF 7 ST W; 11 AVE W - FORSYTHE AVE PIPE REPL.				\$496,784		\$496,784
	LIFT STATION COMMUNICATION UPGRADE	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$80,000
	GRANDVIEW LIFT STATION RELOCATION & UPSIZE (50% impact)		\$455,786				\$455,786
	SAND/COLD MIX STORAGE (CARRYOVER) (Total \$103,084 split street,sewer, water, st	\$25,771					\$25,771
	LIFT STATION #5A REMOVAL						\$25,771
	SHOP COMPLEX PAVEMNT RESTORATION (Split b/t wtr. swr. storm. street, solid wst)	\$30,552					\$30,552
	1ST AND 2ND AVE EN FROM WYOMING ST TO THE NORTH						\$1,063,187
TOTAL	\$2,186,608	\$8,406,121	\$524,314	\$3,861,162	\$730,714	\$16,395,705	

CITY OF KALISPELL
FIVE YEAR CAPITAL IMPROVEMENT PLAN

DEPARTMENT	DESCRIPTION	2017	2018	2019	2020	2021	TOTAL
SEWER- WWTP 5310-455-430643-xxx	REPLACE DIGESTED SLUDGE TRANSFER PUMP	\$31,786					\$31,786
	DAF REPLACEMENT - 1 UNIT				\$100,000	\$1,182,436	\$1,182,436
	MISC REPLACEMENT ITEMS/MAINTENANCE/REPAIR	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$500,000
	EAST SECONDARY CLARIFIER COATING REHABILITATION			\$44,617			\$44,617
	WEST PRIMARY CLARIFIER MECHANICAL REBUILD				\$48,939		\$48,939
	AAWWTP EFFLUENT QUALITY UPGRADE				\$4,450,027		\$4,450,027
	SECONDARY DIGESTER LIDS REPLACEMENT (CARRYOVER & NEW APPROPRIATE)	\$531,500	\$1,800,000				\$2,331,500
	SOLIDS DEWATERING- CARRYOVER	\$100,000					\$100,000
	EF3 EFFLUENT FILTRATION REPLC FOR ADDT CAPACITY & IMPR PERFORMANCE (60% IMPACT)		\$1,318,874	\$5,275,495			\$6,594,369
	SECONDARY TREATMENT STAN DY POWER (26% IMPACT)		\$77,500			\$139,858	\$139,858
	DIGESTER SLUDGE HEAT EXCHANGER OVERHAUL	\$300,000					\$77,500
	DIGESTED SLUDGE LINE REPLACEMENT (CARRYOVER)	\$100,000					\$300,000
	SECONDARY CLARIFIER COVERS - NORTH AND SOUTH	\$200,000					\$100,000
	SAND FILTERS MAINTENANCE AND REPLACEMENT	\$40,000					\$200,000
	EVERGREEN SEWER BUILDING & SAMPLING EQUIPMENT	\$40,000					\$40,000
	RAS BUILDING AND STORAGE WAREHOUSE ROOF REPLACEMENT		\$150,000				\$40,000
	HEAVY TRUCKS REPL- (12 YD) (204,264)	\$8,500					\$300,000
RIDING MOWER REPLACEMENT						\$8,500	
LARGE IMPLEMENT TRACTOR REPLACEMENT			\$20,000			\$20,000	
BACKHOE REPLACEMENT (248)			\$105,000			\$20,000	
VEHICLE REPLACEMENT-UP TO 1 TON (500)(208)(209)		\$40,000				\$105,000	
TOTAL		\$1,451,786	\$3,486,374	\$5,545,112	\$4,778,966	\$1,422,294	\$16,684,532
STORMWATER 5349-453-430246-xxx	STORM DRAIN CORRECTIONS	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$500,000
	COP- 124 (Pipe conveyance from detention pond 124 in W Stillwater drainage)					\$3,444,321	\$3,444,321
	STORMWATER FACILITY UPSIZING	\$130,000	\$130,000	\$130,000	\$130,000	\$130,000	\$650,000
	SYLVAN DRIVE STORMWATER REPAIR (CARRYOVER)	\$581,400	\$390,000				\$971,400
	SAND/COLD MIX STORAGE (CARRYOVER) (Total \$103,084 split street,sewer, water, st	\$25,771					\$25,771
	NORTH MAIN STORM IMPROVEMENT				\$94,576		\$94,576
	ELM'S STORMWATER IMPROVEMENT			\$123,551			\$123,551
	TWO MILE DRIVE DRAINAGE IMPRVMT FROM HAWTHORN TO MERIDIAN		\$270,760				\$270,760
	3RD AVE E AND 8TH ST E INTERSECTION DRAINAGE IMPROVEMENTS			\$186,754			\$186,754
	4TH ST W AND 9TH AVE W INTERSECTION DRAINAGE IMPROVEMENTS	\$30,552					\$30,552
	SHOP COMPLEX PAVEMNT RESTORATION (Split b/t wtr. swr. storm. street, solid wst)						\$143,154
	STORMWATER QUALITY TREATMENT FACILITY - WYOMING STREET OUTFALL					\$215,919	\$215,919
	STORMWATER QUALITY TREATMENT FACILITY - 8TH AVE W AND 11TH ST W OUTFALL						\$1,148,107
	DP-127 REGIONAL DETENTION POND FOR NEW DEVELOP AREAS N OF 3 MILE DR & W OF STILLWATER RD	\$381,188		\$1,148,107			\$1,148,107
	STORM FOR 4TH AVE E WATER PROJECT (BOND) (PRJ SPLIT W/WATER & STREE				\$175,000		\$381,188
	PIPELINE INSPECTION CAMERA TRUCK REPLACEMENT (281)			\$400,000			\$175,000
	VACUUM TRUCK REPLACEMENT (213)						\$400,000
BACKHOE REPLACEMENT (286)	\$130,000					\$130,000	
VEHICLE REPLACEMENT-LIGHT VEHICLES UP TO 1 TON(661,288,212)	\$30,000					\$100,000	
SUPPORT EQUIPMENT REPL.- TRAILER MOUNTED GENERATOR(260)				\$37,000		\$45,000	
TOTAL		\$1,248,911	\$1,050,760	\$2,121,412	\$536,576	\$4,279,092	\$9,236,751
SOLID WASTE 5510-460-430840(5)-xxx	GARBAGE TRUCK REPLACEMENT - SIDE ARM LOADER (317,323)			\$324,500			\$324,500
	GARBAGE TRUCK REPLACEMENT - SIDE ARM LOADER-REFURBISH (331,450)				\$85,000	\$85,000	\$170,000
	GARBAGE TRUCK REPLACEMENT - REAR LOADER (316)				\$210,000		\$210,000
	VEHICLE REPLACEMENT-UP TO 1 TON (321)	\$48,000					\$48,000
TOTAL	\$48,000	\$0	\$324,500	\$295,000	\$85,000	\$85,000	\$752,500

CITY OF KALISPELL
FIVE YEAR CAPITAL IMPROVEMENT PLAN

DEPARTMENT	DESCRIPTION	2017	2018	2019	2020	2021	TOTAL	
CENTRAL GARAGE 6010-410-431330-XXX	VEHICLE REPLACEMENT-LIGHT VEHICLES-UP TO 1 TON(326)		\$25,000				\$25,000	
	SUPPORT EQUIPMENT REPLACEMENT - IN-GROUND 2 POST LIFTS	\$26,000					\$26,000	
	SUPPORT EQUIPMENT REPLACEMENT - TIRE BALANCER		\$6,000	\$7,500			\$13,500	
	SUPPORT EQUIPMENT REPLACEMENT - TIRE CHANGER			\$6,500			\$6,500	
	SUPPORT EQUIPMENT REPLACEMENT - AIR COMPRESSOR			\$5,000			\$5,000	
	SUPPORT EQUIPMENT REPLACEMENT - A/C MACHINE				\$6,000		\$6,000	
	SUPPORT EQUIPMENT REPLACEMENT - WELDERS		\$13,700				\$13,700	
	SUPPORT EQUIPMENT REPLACEMENT - SCAN TOOL		\$44,700	\$19,000	\$6,000		\$69,700	
	SUPPORT EQUIPMENT NEW ITEM - PULLER SET							
	TOTAL	\$26,000	\$44,700	\$19,000	\$6,000	\$5,500	\$101,200	
	INFORMATION TECHNOLOGY 6030-403-410XXX-XXX	SERVER - DOMAIN CONTROLLER		\$10,000				\$10,000
		SERVER - PRIMARY DOMAIN CONTROLLER			\$6,000		\$10,000	\$16,000
		SERVER - WEB SERVER			\$5,000			\$5,000
SERVER - DATABASE (ORACLE)			\$10,000				\$10,000	
SERVER - FILE SHARE SERVER			\$25,000				\$25,000	
SERVER - CLUSTER (3 for VMs)			\$10,000				\$10,000	
SERVER - MAP AND CITYWORKS								
SERVER - DATABASE (SQL)		\$11,000					\$11,000	
SERVER - STORAGE (SAN)				\$20,000			\$20,000	
SERVER - STREAMING SERVER/ENCODER					\$5,000		\$5,000	
SERVER - STATION 62					\$6,000		\$6,000	
SERVER - BACKUP/DISASTER RECOVERY						\$5,000	\$5,000	
SERVER - SECURITY CAMERA VIDEO REPOSITORY		\$10,000					\$10,000	
NETWORK EQUIPMENT - SWITCH - CITY HALL (3)		\$10,000				\$10,000	\$20,000	
NETWORK EQUIPMENT - SWITCH - PUBLIC SAFETY (3)		\$5,000					\$5,000	
NETWORK EQUIPMENT - SWITCH - PARKS			\$6,000				\$6,000	
NETWORK EQUIPMENT - SWITCH - SECURITY CAMERAS			\$5,000				\$5,000	
NETWORK EQUIPMENT - FIREWALL APPLIANCE (2)								
NETWORK EQUIPMENT - FIREWALL APPLIANCE FOR REMOTE SITES (3)			\$6,000				\$6,000	
NETWORK EQUIPMENT - ROUTER FOR WAN								
NETWORK EQUIPMENT - ROUTER FOR CITY SHOPS					\$10,000		\$10,000	
SECURITY EQUIPMENT- SECURITY CAMERAS								
SECURITY EQUIPMENT - SECURITY CAMERAS - ADD CITY HALL EAST LOT & SBGI			\$5,000		\$5,000		\$10,000	
APPLICATION - UPGRADE TO LASERFICHE ADVANTE			\$12,000				\$12,000	
GENERATOR- CITY HALL SERVER ROOM		TBD			\$12,500		\$12,500	
TELEPHONE SYSTEM - RFP				TBD			\$0	
BATTERY BACKUPS - CITY HALL, PUBLIC SAFETY			\$100,000				\$100,000	
AV- PROJECTOR & SCREEN -COUNCIL CHAMBERS	\$8,000	\$5,000		\$5,000		\$18,000		
AV- CAMERA STATIONARY	\$6,200					\$6,200		
AV - SWITCHER					\$10,000	\$10,000		
TOTAL	\$50,200	\$194,000	\$64,700	\$51,000	\$5,200	\$359,900		