

## Fund Description

The City of Missoula enacted general impact fees for the first time with the adoption of Ordinance # 3250 on May 10, 2004. This ordinance was slated to go into effect on October 1, 2004.

## Activities & Objectives

The purpose and intent of the new ordinance was as follows:

- 1) To establish uniform procedures for the imposition, calculation, collection, expenditure, and administration of development impact fees imposed on new development;
- 2) To assure that new development contributes its fair and proportionate share towards the costs of public facilities reasonably necessitated by such new development;
- 3) To ensure that new development benefits from the provision of the public facilities provided with the proceeds of development impact fees;
- 4) To ensure that impact fees collected pursuant to this Chapter are expended only on public facilities the demand for which is generated by the new development against which the fees are assessed;
- 5) To ensure that impact fees assessed pursuant to this Chapter are proportionate in amount to the degree of impact new development has on public facilities; and
- 6) To ensure that all applicable legal standards and criteria are properly incorporated in these procedures.

The City of Missoula chose not to implement development impact fees at the maximum level identified in the impact fee study conducted by Tischler and Associates.

## FINANCIAL SUMMARY

Budget by Object of Expenditure Category	Actual FY 2012	Amended FY 2013	Actual * FY 2013	Adopted FY 2014	Increase (Decrease)	Percent Change
Personal Services	\$ 296	\$ -	\$ 71,285	\$ -	\$ -	-
Supplies	-	-	-	-	-	-
Purchased Services	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-
Capital Outlay	391,157	2,400,000	246,561	2,400,000	-	0%
<b>Total</b>	<b>\$ 391,452</b>	<b>\$ 2,400,000</b>	<b>\$ 317,845</b>	<b>\$ 2,400,000</b>	<b>\$ -</b>	<b>0%</b>

\* Un-audited numbers

## Fund Description

This fund is to contract for the construction of the intersection improvements (roundabout) at George Elmer Drive and Cattle Drive. The area developers (44 Ranch and Flynn Ranch) were unable to come to agreement between themselves in order to fulfill both of their respective subdivision conditions.

## Activities & Objectives

A funding agreement for design and construction is planned to be executed with the 44 Ranch developer prior to the beginning of FY14. The construction will most likely be completed in phases with phase 1 constructing the center or splitter islands for the pedestrian crossing of George Elmer Drive in construction season 2014 and the phase 2 or remainder of the roundabout with appurtenances construction being planned for construction by 2015. Phase 1 construction is estimated at \$15,000 and phase 2 estimated at \$50,000.

## FINANCIAL SUMMARY

Budget by Object of Expenditure Category	Actual FY 2012	Amended FY 2013	Actual * FY 2013	Adopted FY 2014	Increase (Decrease)	Percent Change
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	-
Supplies	-	-	-	-	-	-
Purchased Services	-	15,000	-	15,000	-	0%
Miscellaneous	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-
<b>Total</b>	<b>\$ -</b>	<b>\$ 15,000</b>	<b>\$ -</b>	<b>\$ 15,000</b>	<b>\$ -</b>	<b>0%</b>

\* Un-audited numbers

## Fund Description

The goals of the public art fund are to develop a formal structure through which the creation, development and maintenance of public art may be realized. To further public accessibility to the arts through educational programs, dissemination of information, development of public art projects, development of public art funding sources and by serving an advisory/advocacy role with public art sponsors and media.

## Activities & Objectives

On July 1, 2003 the Public Art Ordinance #3221 went into effect. This Ordinance established a mechanism to fund and maintain public art within the City of Missoula. The Mayor is responsible for directing this program and has established a Public Art Committee that provides advice and recommendations on public art to the City Council. The Percent for Art Program focuses on both outside and inside, new and remodeled City owned public spaces. The art may serve a function, express a theme or commemorate an important person.

The Public Art Fund receives one percent (1%) of eligible construction costs of the City of Missoula's Capital Improvement projects (CIP) costing \$100,000 or more. The following are considered exemptions from the Percent for Art Program:

- a) Projects for water, storm-water or wastewater facility, except for office buildings;
- b) Street construction and repair, inclusive of the public right of way improvements, such as curb, sidewalk and traffic control facilities and landscaping; and maintenance projects.

These exemptions do not preclude the department from proposing and including funding for art in any of their projects. City departments are encouraged to include art to some degree in any of these exempted categories.

## FINANCIAL SUMMARY

Budget by Object of Expenditure Category	Actual FY 2012	Amended FY 2013	Actual * FY 2013	Adopted FY 2014	Increase (Decrease)	Percent Change
Personal Services	\$ -	\$ -	\$ 5,273	\$ -	\$ -	-
Supplies	-	-	-	-	-	-
Purchased Services	1,762	-	-	3,000	3,000	
Miscellaneous	-	80,800	-	24,256	(56,544)	-70%
Debt Service	13,250	-	-	-	-	
Capital Outlay	-	-	56,500	5,615	5,615	
<b>Total</b>	<b>\$ 15,012</b>	<b>\$ 80,800</b>	<b>\$ 61,773</b>	<b>\$ 32,871</b>	<b>\$ (47,929)</b>	<b>-59%</b>

\* Un-audited numbers

### Restricted Funds for future projects:

- Art Project for Pineview Park – Activity budget equals: **\$ 5,615**
- Art Placard to be placed on un-named art projects – Activity budget equals: **\$ 3,000**

### Fund Description

The City has the authority to levy a special levy in addition to the All Purpose Levy for the costs of an employee health insurance plan. The City's health insurance plan is a self-insurance with the City paying claims costs up to a certain level. This fund received the tax revenues from the levy and transfers the funds to the general fund to offset the cost of health insurance.

### Activities & Objectives

Currently, the City of Missoula levies the dollar amount set by the caps, which is set at 12.56 mills. Additional dollars and mills are levied permissively under the 2372 Permissive Medical Levy Fund.

### FINANCIAL SUMMARY

Budget by Object of Expenditure Category	Actual FY 2012	Amended FY 2013	Actual * FY 2013	Adopted FY 2014	Increase (Decrease)	Percent Change
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	-
Supplies	-	-	-	-	-	-
Purchased Services	-	-	-	-	-	-
Miscellaneous	1,038,338	1,358,338	1,358,338	1,358,338	-	0%
Debt Service	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-
<b>Total</b>	<b>\$ 1,038,338</b>	<b>\$ 1,358,338</b>	<b>\$ 1,358,338</b>	<b>\$ 1,358,338</b>	<b>\$ -</b>	<b>0%</b>

\* Un-audited numbers

## Fund Description

The City has the authority to levy a special levy in addition to the All Purpose Levy for the costs of an employee health insurance plan. The City's health insurance plan is a self-insurance with the City paying claims costs up to a certain level. This fund received the tax revenues from the levy and transfers the funds to the general fund to offset the cost of health insurance.

## Activities & Objectives

The levy in FY14 is 27.17 mills compared with the FY13 levy of 25.83 mills.

## FINANCIAL SUMMARY

Budget by Object of Expenditure Category	Actual FY 2012	Amended FY 2013	Actual * FY 2013	Adopted FY 2014	Increase (Decrease)	Percent Change
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	-
Supplies	-	-	-	-	-	-
Purchased Services	-	-	-	-	-	-
Miscellaneous	1,747,847	2,794,027	2,794,027	3,044,027	250,000	9%
Debt Service	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-
<b>Total</b>	<b>\$ 1,747,847</b>	<b>\$ 2,794,027</b>	<b>\$ 2,794,027</b>	<b>\$ 3,044,027</b>	<b>\$ 250,000</b>	<b>9%</b>

\* Un-audited numbers

## Fund Description

The City adopted a 15 year non-exclusive franchise ordinance, Ordinance #3237, beginning on December 1, 2003 with Bresnan Communications covering the cable system in the Missoula Valley. The City will receive 5% of the gross revenues of Bresnan Communications plus twenty five cents per month per customer for capital equipment replacement and the development of a second government channel. The City adopted a similar ordinance with Cable Montana on March 7, 2005 with Ordinance 3278 covering the cable system up the Rattlesnake Valley. Cable Montana has since been acquired by Bresnan Communications as of July 1, 2005. On October 25, 2010 the city council approved the transfer of control from Bresnan Communications to Cablevision, as the cable system had been sold again.

## Activities & Objectives

\$562,987 of franchise fees from Bresnan are projected and budgeted. The increase in Bresnan's remittances in the past was related primarily to market increases. The FY 11 budget assumes no growth.

Pursuant to a contract pending with the City, Missoula Community Access Television (MCAT) is budgeted to receive \$337,342 in FY 11.

			FY 2014	FY 2013
350 Account	Cable TV Negotiator/Consultant		\$5,000	\$5,000
370 Account	Travel to training workshops		1,000	1,000
380 Account	Training on new regulations		1,000	1,000
390 Account				
500 Account				
700 Account	MCAT Operations Contribution		440,000	393,150
820 Account	Transfer to General Fund		237,000	269,320
840 Account	Contingency – decided by Council		0	0
940 Account	Capital-Replacement & Second Channel		62,000	189,000
	Total		<u>\$ 746,000</u>	<u>\$ 858,470</u>

### **OBJECTIVES:**

1. Monitor and take appropriate actions to implement any legislative changes to cable television regulations

## FINANCIAL SUMMARY

Budget by Object of Expenditure Category	Actual FY 2012	Amended FY 2013	Actual * FY 2013	Adopted FY 2014	Increase (Decrease)	Percent Change
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	- -
Supplies	-	-	-	-	-	- -
Purchased Services	888	7,000	5,440	7,000	- -	0%
Miscellaneous	570,115	697,488	706,838	677,000	(20,488)	-3%
Debt Service	-	-	-	-	-	- -
Capital Outlay	48,182	189,000	55,051	62,000	(127,000)	-67%
<b>Total</b>	<b>\$ 619,184</b>	<b>\$ 893,488</b>	<b>\$ 767,329</b>	<b>\$ 746,000</b>	<b>\$ (147,488)</b>	<b>-17%</b>

\* Un-audited numbers

### **Fund Description**

Pursuant to Section 44-12-206 Montana Codes Annotated the City is entitled to receive property, money from sales of seized property, cash payments resulting from Justice of the Peace verdicts, and seized cash from drug related crimes provided that it has a Drug Forfeiture Fund. Money received in this fund has to be spent on drug related expenditures.

### **Activities & Objectives**

1. To support enforcement of drug laws within the Missoula community as well as providing drug-related training to department personnel.
2. Possible Equipment and Capital purchase could include:

Supplies	\$ 6,500
Purchased Services	\$ 8,300
Miscellaneous	\$1,000
Capital Outlay	<u>\$ 12,000</u>
Total	<u><u>\$ 27,800</u></u>

### **FINANCIAL SUMMARY**

Budget by Object of Expenditure Category	Actual FY 2012	Amended FY 2013	Actual * FY 2013	Adopted FY 2014	Increase (Decrease)	Percent Change
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	0%
Supplies	4,543	6,500	6,363	6,500	-	0%
Purchased Services	12,355	8,300	7,511	8,300	-	0%
Miscellaneous	266	1,000	-	1,000	-	0%
Debt Service	-	-	-	-	-	0%
Capital Outlay	-	12,000	-	12,000	-	0%
<b>Total</b>	<b>\$ 17,163</b>	<b>\$ 27,800</b>	<b>\$ 13,874</b>	<b>\$ 27,800</b>	<b>\$ -</b>	<b>0%</b>

\* Un-audited numbers

## Fund Description

This fund is to aid qualified landlords for rehabilitation work, in an effort to improve the rental housing stock in Missoula. In addition, this fund will be used to assist low to moderate income individuals.

---

## Activities & Objectives

The program income appropriations will be used to provide assistance to low and moderate income persons under the State of Montana CDBG Program Income Guidelines.

---

## FINANCIAL SUMMARY

Budget by Object of Expenditure Category	Actual FY 2012	Amended FY 2013	Actual * FY 2013	Adopted FY 2014	Increase (Decrease)	Percent Change
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	-
Supplies	-	-	-	-	-	-
Purchased Services	-	2,103	-	2,103	-	0%
Miscellaneous	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-
<b>Total</b>	<b>\$ -</b>	<b>\$ 2,103</b>	<b>\$ -</b>	<b>\$ 2,103</b>	<b>\$ -</b>	<b>0%</b>

\* Un-audited numbers

## Fund Description

The City, through the Uniform Building Code (UBC) has the authority to levy a special assessment on property where a building on the property has been declared a danger in need of abatement. The UBC requires that a separate fund be established to account for the costs of steps taken to abate a danger or demolish a building. The City Council may then levy a special assessment upon this property to recover its costs. This fund receives advances from the general fund to do the demolition, collects the lien assessment, and returns the money back to the general fund after collection of the assessment.

## Activities & Objectives

\$15,000 is appropriated in possible abatements. Advances come from the general fund and after collection of assessments, the money will be returned to the general fund.

## FINANCIAL SUMMARY

Budget by Object of Expenditure Category	Actual FY 2012	Amended FY 2013	Actual * FY 2013	Adopted FY 2014	Increase (Decrease)	Percent Change
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	-
Supplies	-	-	-	-	-	-
Purchased Services	-	-	-	-	-	-
Miscellaneous	-	15,000	-	15,000	-	0%
Debt Service	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-
<b>Total</b>	<b>\$ -</b>	<b>\$ 15,000</b>	<b>\$ -</b>	<b>\$ 15,000</b>	<b>\$ -</b>	<b>0%</b>

\* Un-audited numbers

## Fund Description

The purpose of this fund is to pay 90% of the utility bills for the City's street lighting districts. The City assesses itself for 10% of this utility cost to handle the additional lighting needed at intersections.

## Activities & Objectives

Property owners in the City's street lighting districts are assessed each year for the cost of the utility bills for operating the lights in the districts.

## FINANCIAL SUMMARY

Budget by Object of Expenditure Category	Actual FY 2012	Amended FY 2013	Actual * FY 2013	Adopted FY 2014	Increase (Decrease)	Percent Change
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	-
Supplies	-	-	-	-	-	-
Purchased Services	291,301	339,268	324,354	347,569	8,301	2%
Miscellaneous	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-
<b>Total</b>	<b>\$ 291,301</b>	<b>\$ 339,268</b>	<b>\$ 324,354</b>	<b>\$ 347,569</b>	<b>\$ 8,301</b>	<b>2%</b>

\* Un-audited numbers

### Fund Description

The purpose of this fund is to pay for the services associated with the maintenance and care of Street Maintenance District #1. These services include weekly flushing of the streets and pickup of street rubbish from containers within the right-of-way

---

### Activities & Objectives

The costs associated with this district are actually expended out of the General Fund. Annually the assessments collected by this fund are transferred into the General Fund to offset those costs.

---

### FINANCIAL SUMMARY

Budget by Object of Expenditure Category	Actual FY 2012	Amended FY 2013	Actual * FY 2013	Adopted FY 2014	Increase (Decrease)	Percent Change
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	-
Supplies	-	-	-	-	-	-
Purchased Services	20,696	21,288	18,985	21,288	-	0%
Miscellaneous	35,984	27,281	27,281	27,281	-	0%
Debt Service	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-
<b>Total</b>	<b>\$ 56,680</b>	<b>\$ 48,569</b>	<b>\$ 46,266</b>	<b>\$ 48,569</b>	<b>\$ -</b>	<b>0%</b>

\* Un-audited numbers

## Program Description – Work-plan

This program encompasses a City-wide road district entitled “CITY OF MISSOULA ROAD DISTRICT NUMBER 1” designed to maintain the current level of service as provided to all city residents. The assessment is used for the purpose of funding the purchase of materials necessary for ongoing maintenance, repair, improvement, construction, and reconstruction of city streets, alleys, parking lots, storm water facilities, and other public facilities located in the public right-of-way and/or within public easements.

The assessment funds a portion (\$264,331) of the materials necessary to implement the City's year-round street maintenance operations and transportation related Capital Improvements Program, specifically CIP S-15 Street Improvements Major Maintenance. The street improvements CIP encompass a combination of: 1) Reconstruction of completely deteriorated streets; 2) Overlays on the streets showing the most duress; and 3) Chip sealing to prolong the life of the streets that have only moderate deterioration.

The assessment also funds a portion (\$60,000) of the cost of sidewalk improvements on city streets, specifically assistance for residential owner occupied property owners for a portion of the costs on installing American with Disabilities Act (ADA) compliant curb ramps. In addition this assessment also funds a portion (\$ 376,703) of CIP S-16 Annual Sidewalk Installation Replacement Program. This program systematically replaces hazardous and deteriorated sidewalks and installs curb ramps throughout the existing sidewalk system of Missoula, and installs new curbs and sidewalks where there are none.

---

## City Strategic Plan & Department's Implementation Strategy

### Goal # 1 Fiscal Sustainability

- Strategy: We will maintain or improve the level of service to citizens.
  - The City-wide road district funds a portion of the materials budget to maintain the current level of service as provided to all city residents.
- Strategy: We will work toward sustaining and diversifying fiscal resources.
  - The road district provides financial assistance to property owners for ADA curb ramps as an additional financial resource to reduce sidewalk installation assessment costs. Staff will develop and implement guidelines for using this additional money to assist property owners.

---

## FINANCIAL SUMMARY

Budget by Object of Expenditure Category	Actual * FY 2012	Amended FY 2013	Actual * FY 2013	Adopted FY 2014	Increase (Decrease)	Percent Change
Personal Services	\$ 164,606	\$ 13,826	\$ 13,826	\$ 20,717	\$ 6,891	50%
Supplies	45,974	186,483	181,724	177,127	(9,356)	-5%
Purchased Services	4,755	-	-	20,000	20,000	
Miscellaneous	24,684	75,201	75,201	75,201	0	0%
Debt Service	-	-	-	41,250	41,250	
Capital Outlay	-	78,000	68,692	446,703	368,703	473%
<b>Total</b>	<b>\$ 240,018</b>	<b>\$ 353,510</b>	<b>\$ 339,444</b>	<b>\$ 780,998</b>	<b>\$ 427,488</b>	<b>121%</b>

\* Un-audited numbers

---

## 2014 Budget Highlights

## New requests:

- **Increase in Professional Service** – Funds requested: **\$ 20,000**
- **Implementation of subsidy program** – Funds requested: **\$ 376,703**

## Program Description – Work plan

This program encompasses a city-wide park district entitled "CITY OF MISSOULA PARK DISTRICT NUMBER 1" designed to maintain the base level of service (FY09) provided to all city residents. An annual assessment will be established for the purpose of funding and/or financing costs associated with providing services including but not limited to: (1) Maintenance, repair, replacement, upkeep, installation, improvement, operational enhancement, construction, reconstruction, acquisition of land and/or (2) Implementation of measures required to maintain public health safety or meet legal or regulatory requirements, and/or (3) Purchasing, replacing and/or maintaining equipment, tools or vehicles used to carry out the functions described herein, and/or (4) Any other functions, labor, supplies and/or materials necessary for management and maintenance of City-owned facilities, lands and equipment under the responsibility and care of the City of Missoula Parks and Recreation Department including but not limited to: Public Parks and Park areas (as described in the master Parks and Recreation plan for the greater Missoula area, Recreation facilities, trails, open space (as defined by the City of Missoula Urban Area Open Space Plan), urban forest, medians, boulevards, pathways, sidewalks, public easements and other facilities located in the City and/or owned by the City; and providing for other matters properly relating thereto.

---

## City Strategic Plan & Department's Implementation Strategy

### **Goal #2: Harmonious Natural and Built Environment**

Strategy – We will reflect values of sustaining and improving our conservation lands within and on the edge of the urban area for the benefit of citizens and wildlife.

- Manage our native forests to reflect natural densities to reduce impacts from wildlife and insect invasions.
- Development of Fire Management Plan for Conservation Lands.
- Manage riparian areas to retain natural run-off and reduce erosion.
- Balance the demands of recreation needs with habitat and wildlife protection.

---

Fund will be used for purchasing materials as allocated below:

#### Park Maintenance Routine:

- Operating Supplies @ \$39,326
- Supplies - Repair and Maintenance @ \$31,801
- Professional Services @ \$4,920
- Purchased Services – Repair and Maintenance @ \$25,862

#### Conservation Lands Management

- Professional Services @ \$37,127

#### Urban Forestry

- Operating Supplies @ \$14,352
- Supplies - Repair and Maintenance @ \$3,952
- Professional services @ \$2,660

Per Council Resolution \$40,000 is dedicated specifically to Urban Forest maintenance

- \$10,000 for purchase and installation of new trees for parks and ROW
- \$30,000 for responding to hazards and risk management as identified by staff or citizens, with any remaining balance to be used for cyclical block pruning.

Missoula Parks and Recreations' guiding Mission is to enhance the quality of life in our community by: Promoting Health and Wellness, Protecting the Environment; Educating and Enhancing the lives of Citizens through-out our Community by providing and maintaining diverse, accessible, and scenic parks, open spaces, and trails and numerous recreational opportunities.

## FINANCIAL SUMMARY

Budget by Object of Expenditure Category	Actual * FY 2012	Amended FY 2013	Actual * FY 2013	Adopted FY 2014	Increase (Decrease)	Percent Change
Personal Services	\$ 109,544	\$ 31,340	\$ 31,340	\$ 51,549	\$ 20,209	64%
Supplies	30,282	167,117	166,555	160,146	(6,971)	-4%
Purchased Services	36,381	191,475	191,750	261,954	70,479	37%
Miscellaneous	-	-	-	-	-	-
Debt Service	-	-	-	41,149	41,149	
Capital Outlay	-	130,000	103,660	113,500	(16,500)	-13%
<b>Total</b>	<b>\$ 176,207</b>	<b>\$ 519,932</b>	<b>\$ 493,305</b>	<b>\$ 628,297</b>	<b>\$ 108,365</b>	<b>21%</b>

\* Un-audited numbers

### FY 2013 Budget Highlights

The approved increase in park district funding for FY13 will provide for improvement in core parks and greenways maintenance services particularly where those services were reduced in past years. Priorities include but are not limited to:

#### **CLM \$19,205 (\$9,205 Grant, \$10,000 Park District)**

**Research Specialist/Assistant will assist and/or manage existing and new research projects, such as:**

- A comprehensive recreational use study. Study will help us learn about recreational use patterns, compliance / posted regulations and get input from trail users concerning management of our open space.
- Basic monitoring of vegetation management efforts. For example, monitor % of successful establishment of saplings used in restoration. Monitor efficacy and non-target impacts of herbicide spraying (especially new herbicides or old herbicides on new plants). Monitor success of restoration of disturbed areas (for example; trails construction/rehab, Norway maple removals in Greenough). This basic monitoring will be very useful for adjusting timing/species/protocols for vegetation management, making the Parks Department more efficient and effective.
- Long-term cushion plant monitoring. Monitor plant changes in cushion plant communities on the N. Hills and Mt. Jumbo. • Maintenance of multiple photo points across multiple properties. • Using native annuals as a cover crop to restore areas invaded by cheat grass. Learning objective: novel approaches and new techniques to restore cheat grass infested rangeland
- Mitchell's long-term plant community monitoring on the N. Hills and Mt. Sentinel. Last year we reestablished several transects which were installed by a graduate student in 1955. Learning Objective: compare local changes in plant community composition (since 1955) and track changes into the future. This is essential information for us to describe and predict what plants we need to reestablish on site and/or to redefine our goals based on what can grow on site.

#### **Park Maintenance \$75,000**

- Focus on deferred turf care, proper irrigation, fertilization, aeration, weed control and top dressing of the Parks system turf areas. Areas which were cut to reallocate available funds to fuel & utilities or to adjust for reduced budget.

- Routine maintenance of playgrounds, asphalt, park infrastructure to ensure safety and proper upkeep of the systems assets. • Provide alternate restroom facilities in areas lacking and or to extend the facility's seasons.
- Help to address additional and new developed parks that came on line during the recession and the City has been unable to fund operations: 44 Ranch, Maloney Ranch, White Pine Park, and Silver Park.
- Fertilization, aeration and weed treatment of sports and general turf areas throughout the system with emphasis on Caras Park, Playfair Park, and McCormick Park and other sports fields.
- Install mulching kits on remaining mowing equipment for more sustainable turf health and quality, weed control, and water conservation.
- Playground maintenance, especially fall zone upkeep, at Pineview, Bonner, Maloney, Franklin, Lafay, Rose Memorial, Westside, McLeod and McCormick parks.
- Various irrigation system maintenance repairs including identified challenges at Nicole, Garland, and Sacajawea parks.
- Pothole and minor pavement repairs and maintenance of McCormick Park parking lot.
- Fence repairs at sports ball field complexes.
- Repainting of basketball and tennis court lines at various sites, funds permitting.

**Greenways & Horticulture \$32,184**

- These funds will be utilized to perform maintenance on right of ways, medians and trails which have not been funded in previous years.
- Turf care, plant bed vegetation, weed control and general upkeep of areas has been from funds tapped from other programs. Funds are needed to ensure maintenance resources are adequate to revitalize and sustain these existing community assets.
- Increased frequency of maintenance for landscaped rights-of-way to better keep up with weed growth, with an emphasis on Reserve Street Medians, Higgins Street Roundabout, and 39th Street medians.
- Pothole and minor pavement repairs and maintenance for asphalt commuter trails.

**Pruning and Hazard Tree care \$10,000**

- Increase contract removal of dead ROW trees, stump grinding and replanting.
- Purchase and use tree watering bags to improve new tree survival and reduce costs to provide supplemental water.

**Repair, Renovation, Improvements CIP \$70,000**

- Completion of the R McDonald Riverfront Trail paving at the Clark Fork Natural Park enhances the commuter potential and ADA access at Missoula's busiest section of trail. Asphalt surfaces allow for much improved snow and ice removal and significantly reduce mud. (\$6250)
- Repair of damaged trails, damaged or vandalized playground, and/or the repair of shelters allows the Department to mitigate potential safety and liability concerns. (\$23,750)
- Implementation Plan for Cyclical Maintenance of Infrastructure -Funds will be utilized in the development of a long-range plan to address developed park infrastructure and amenities that require major work or replacement due to:
- Public safety concerns, age, condition, code compliance, and to sustainably manage park maintenance costs. Funds will primarily be used to hire consultants that can provide accurate costing information and support a public involvement process. (~\$40K)

In summary, the funds in Greenways and Horticulture and Park Maintenance, totaling ~\$107K, brings the Department close to FY09 funding levels in routine park maintenance. A number of parks, trails, conservation lands, and ROW improvements have been added during this four year period, making the added park district funding critically important to maintaining a system that contributes significantly to Missoula resident's quality of life, as well as our community's economic and environmental sustainability.

The new and additional funds dedicated to our aged Urban Forest have been extremely beneficial as we begin to address the most deficient areas and trees. The new conservation lands researcher is a good investment in our ability to practice adaptive and best practices management of these lands.

## Program Description – (2820)

This fund is set up to receive and distribute gasoline tax revenues from the State. Pursuant to M.C.A. § 15-70-202, expenditures from this fund are restricted to labor and materials for street improvements and cannot be used for equipment purchases.

## Activities and Objectives

## Direct Expenditures for FY 2014:

Asphalt for street paving	\$275,000	Account 930
Chip seal emulsified asphalt and distribution	\$291,500	Account 930
Sand (winter street sanding)	\$23,000	Account 930
Chip seal aggregate	\$132,750	Account 930
Engineering, soil tests, and materials tests	\$5,000	Account 350
Epoxy Crosswalks	\$15,000	Account 350
Epoxy bike lane striping project – local match plus ICAP	\$5,963	Account 500
	<b>Total Direct Expenditures:</b>	<b>\$ 748,213</b>

## Interfund transfers for FY 2014:

Transfer to 1000.320 fund for labor costs	\$564,000	Account 820
	<b>Total Interfund Transfers:</b>	<b>\$ 564,000</b>
	<b>TOTAL FUND EXPENDITURES:</b>	<b>\$ 1,312,213</b>

## FINANCIAL SUMMARY

Budget by Object of Expenditure Category	Actual FY 2012	Amended FY 2013	Actual * FY 2013	Adopted FY 2014	Increase (Decrease)	Percent Change
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	-
Supplies	-	-	-	-	-	-
Purchased Services	-	20,000	4,608	20,000	-	0%
Miscellaneous	564,000	569,624	564,000	569,963	339	0%
Debt Service	-	-	-	-	-	-
Capital Outlay	441,135	693,825	828,533	722,250	28,425	4%
<b>Total</b>	<b>\$ 1,005,135</b>	<b>\$ 1,283,449</b>	<b>\$ 1,397,141</b>	<b>\$ 1,312,213</b>	<b>\$ 28,764</b>	<b>2%</b>

\* Un-audited numbers

## Fund Description

Department of Justice, Bureau of Justice Assistance Edward Byrne Memorial Grants is awarded annually to the City of Missoula.

## Activities & Objectives

**Department of Justice Edward Byrne Memorial JAG Recovery V Grant** - Activity budget equals \$0

**Department of Justice Edward Byrne Memorial JAG Recovery VI Grant** - Activity budget equals \$0

**Department of Justice Edward Byrne Memorial JAG Recovery VII Grant** - Activity budget equals \$13,270

**Department of Justice Edward Byrne Memorial JAG Recovery VIII Grant** - Activity budget equals \$17,980

**Department of Justice Edward Byrne Memorial JAG Recovery IX Grant** - Activity budget equals \$57,701

The Justice Assistance Grants are the newest grant and will provide a half-time property clerk and other programs for the Missoula County Sheriff Department as well as provide funding numerous programs within the City of Missoula Police Department. The City of Missoula will reimburse the County of Missoula for their expenses as outlined in the grant award document.

The Edward Byrne Memorial Discretionary Grants Program furthers the Department's mission by assisting state and local jurisdictions in improving the criminal justice system and assisting communities in preventing drug abuse and crime.

**COPS Hiring 2011** – Activity Budget equals \$78,607

The "COPS Hiring Recovery Program" (CHRP) provides funding directly to law enforcement agencies to hire and/or rehire career law enforcement officers in an effort to create and preserve jobs, and to increase their community policing capacity and crime prevention efforts.

## FINANCIAL SUMMARY

Budget by Object of Expenditure Category	Actual FY 2012	Amended FY 2013	Actual * FY 2013	Adopted FY 2014	Increase (Decrease)	Percent Change
Personal Services	\$ 3,470	\$ 92,833	\$ 89,617	\$ 81,877	\$ (10,956)	-12%
Supplies	15,266	251	26,424	36,480	36,229	14434%
Purchased Services	39,806	15,481	19,640	21,611	6,130	40%
Miscellaneous	-	106,051	-	20,090	(85,961)	-81%
Debt Service	-	-	-	-	-	-
Capital Outlay	7,201	7,500	94,055	7,500	-	0%
<b>Total</b>	<b>\$ 65,743</b>	<b>\$ 222,116</b>	<b>\$ 229,736</b>	<b>\$ 167,558</b>	<b>\$ (54,558)</b>	<b>-25%</b>

\* Un-audited numbers

## Fund Description

The City of Missoula is the fiscal agent for a Federal, State, County and Municipal task force called the High Intensity Drug Trafficking Area Task Force. The 2919 fund is set up for forfeiture of assets and is a shared account pro-rated to Missoula County Attorney and Sheriff, City of Missoula and the HIDTA Task Force operations account.

Expenditure of these forfeiture funds is controlled by state and federal statutes restricting expenditures to drug-related investigations and training. Expenditures include equipment, training and supplies.

---

## Activities & Objectives

**HIDTA Forfeiture Fund – Activity budget equals \$772,300**

**TOTAL FUND EXPENDITURES EQUALS \$ 772,300**

---

## FINANCIAL SUMMARY

Budget by Object of Expenditure Category	Actual FY 2012	Amended FY 2013	Actual * FY 2013	Adopted FY 2014	Increase (Decrease)	Percent Change
Personal Services	\$ -	\$ 16,350	\$ -	\$ 16,350	\$ -	0%
Supplies	-	1,000	1,334	1,000	-	0%
Purchased Services	-	13,250	16,141	13,250	-	0%
Miscellaneous	72,784	676,043	170,802	691,700	15,657	2%
Debt Service	-	-	-	-	-	-
Capital Outlay	-	50,000	-	50,000	-	0%
<b>Total</b>	<b>\$ 72,784</b>	<b>\$ 756,643</b>	<b>\$ 188,277</b>	<b>\$ 772,300</b>	<b>\$ 15,657</b>	<b>2%</b>

\* Un-audited numbers

## Fund Description

The purpose of the Community Development Block Grant (CDBG) Program Income account is to receive re-payment from CDBG-Entitlement assisted projects, and then use the funds collected to assist additional CDBG-eligible activities.

## Activities & Objectives

Each year, the City of Missoula awards CDBG funding to community development projects. Projects are approved in February of each year. Program Income funds will be used to support one of the CDBG-eligible projects selected for funding as part of this process.

## FINANCIAL SUMMARY

Budget by Object of Expenditure Category	Actual FY 2012	Amended FY 2013	Actual * FY 2013	Adopted FY 2014	Increase (Decrease)	Percent Change
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	-
Supplies	-	-	-	-	-	-
Purchased Services	-	18,407	-	19,023	616	3%
Miscellaneous	19,023	-	4,773	-	-	-
Debt Service	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-
<b>Total</b>	<b>\$ 19,023</b>	<b>\$ 18,407</b>	<b>\$ 4,773</b>	<b>\$ 19,023</b>	<b>\$ 616</b>	<b>3%</b>

\* Un-audited numbers

## Fund Description

The purpose of the Community Development Block Grant Fund is to handle transactions related to Community Development Block Grants that are awarded to the City.

---

## Activities & Objectives

**2014 Grants and Community Programs Admin Fees** – Activity budget equals **\$112,297**  
Grant support of administration fees.

**2014 YWCA of Missoula** – Activity budget equals **\$20,000**  
This grant will support emergency shelter for homeless families through the Ada's Place Emergency Housing Program, which provides short-term motel vouchers to provide housing for homeless families.

**2014 Homeword** – Activity budget equals **\$8,200**  
This grant is to support Financial Education and Foreclosure Intervention Counseling programs.

**2014 Missoula Aging Services- Activity budget equals \$8,200**  
This grant will provide low-to moderate-income seniors with home-delivered meals through the Meals on Wheels program.

**2014 Missoula Food Bank- Activity Budget equals \$16,306**  
This grant will be used to purchase fresh produce and non-perishable food, and for a .5 FTE Program Services Assistant to manage the Food Bank's food distribution system.

**2014 Garden City Harvest** – Activity Budget equals **\$16,400**  
This grant is to support gardening and food production for community food-distribution programs and low-income residents of the Orchard Gardens housing complex.

**2014 WORD** – Activity budget equals **\$15,000**  
This grant is to provide housing counseling services to families-in-transition, including those receiving Basic Needs Assistance from Missoula County for rent or security deposit to secure or stabilize housing.

**2014 Partnership Health Center – Activity Budget equals \$57,837**  
This grant is to provide dental clinic infrastructure, including dental operators and a dental lab, at the Lowell School Health Center.

**2014 Poverello Center, Inc. – Activity Budget equals \$250,000**  
This grant is for the construction of a replacement homeless shelter and soup kitchen at 1106-1112 West Broadway.

**2014 Missoula Senior Center – Activity Budget equals \$64,875**  
This grant is to replace existing restrooms with accessible restrooms that meet ADA standards.

**2014 City of Missoula Parks and Recreation Department** – Activity Budget equals **\$64,875**  
This grant is for the removal of an existing play structure and the construction of an ADA-accessible playground pod, with play equipment, a water fountain, and other site improvements, at Little McCormick Park.

**2014 Regional Access Mobility Program of Montana (RAMP)- Activity Budget equals \$30,450**  
This grant is to purchase and install modular aluminum wheelchair ramps and other exterior access improvements for low- to moderate-income seniors or people with disabilities who are in need of improved accessibility to their homes.

## FINANCIAL SUMMARY

Budget by Object of Expenditure Category	Actual FY 2012	Amended FY 2013	Actual * FY 2013	Adopted FY 2014	Increase (Decrease)	Percent Change
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	-
Supplies	-	-	-	-	-	-
Purchased Services	86,308	112,297	61,582	112,297	-	0%
Miscellaneous	326,981	652,969	601,605	552,143	(100,826)	-15%
Debt Service	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-
<b>Total</b>	<b>\$ 413,289</b>	<b>\$ 765,266</b>	<b>\$ 663,186</b>	<b>\$ 664,440</b>	<b>\$ (100,826)</b>	<b>-13%</b>

\* Un-audited numbers

## Fund Description

The purpose of the Home Investment Partnership Program Fund is to handle transactions related to expanding the supply of decent, safe, sanitary and affordable housing for low-income households.

## Activities & Objectives

### GCP Admin Fees – Activity budget equals **\$32,500**

Grant support of administration fees.

### Projects – Projects to be determined budget equals **\$292,500**

### FY14 CONTINGENCY – Activity budget equals **\$ 109,686**

## FINANCIAL SUMMARY

Budget by Object of Expenditure Category	Actual FY 2012	Amended FY 2013	Actual * FY 2013	Adopted FY 2014	Increase (Decrease)	Percent Change
Personal Services	\$ -	\$ -	\$ -	\$ 32,500	\$ 32,500	
Supplies	-	-	-	-	-	
Purchased Services	26,346	34,281	28,746	292,500	258,219	753%
Miscellaneous	559,095	743,072	280,000	109,686	(633,386)	-85%
Debt Service	-	-	-	-	-	
Capital Outlay	-	-	-	-	-	
<b>Total</b>	<b>\$ 585,441</b>	<b>\$ 777,353</b>	<b>\$ 308,746</b>	<b>\$ 434,686</b>	<b>\$ (342,667)</b>	<b>-44%</b>

\* Un-audited numbers

## Fund Description

The purpose of the American Dream Down-payment Initiative, ADDI Program Fund, is to assist low-income households to achieve first-time home ownership in the City of Missoula.

---

## Activities & Objectives

The ADDI funds are to be used specifically for down payment and closing cost assistance for first-time homebuyers, though a portion of the funds may also be used to rehabilitate homes that are being purchased. Only the minimum amount of assistance needed to enable the participant to purchase a home will be provided.

---

## FINANCIAL SUMMARY

Budget by Object of Expenditure Category	Actual FY 2012	Amended FY 2013	Actual * FY 2013	Adopted FY 2014	Increase (Decrease)	Percent Change
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	-
Supplies	-	-	-	-	-	-
Purchased Services	-	12,846	-	41,930	29,084	226%
Miscellaneous	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-
<b>Total</b>	<b>\$ -</b>	<b>\$ 12,846</b>	<b>\$ -</b>	<b>\$ 41,930</b>	<b>\$ 29,084</b>	<b>226%</b>

\* Un-audited numbers

## Fund Description

Every six years, the United States Congress considers a transportation funding bill. This fund was created to accept Federal CMAQ, STPU, and CTEP grant funds set aside for the City of Missoula along with any matching money from other City Funds. These funds are expended for projects identified by the City's Capital Improvement Program (CIP) and approved by the State.

## Activities & Objectives

### **Bicycle Commuter Network – Activity budget equals \$762,189**

Create, expand and enhance trails along Milwaukee Railroad, Bitterroot Branch Trail (BBT) and the Clark Fork River corridors. Corridor acquisition is the #1 priority of the adopted 2001 Non-motorized Plan. This project enables a coordinated effort to acquire access to land, through purchases or easements. Development of selected areas would follow acquisition.

### **Grant Creek Trail – Bicycle Commuter Network – Activity budget equals \$493,150**

The Grant Creek Trail is a biking and pedestrian trail starting from the north end of the current RMEF trail and ending at Snow Bowl Rd. (3/4 mi. from Ravine trailhead. This trail is urgently required to alleviate unsafe conditions and provide non-motorized means of travel. Grant Creek Rd. is a busy, shoulder-less, winding road with 45 mph speeds used by bicyclists and pedestrians. This trail would connect to Rattlesnake Creek via Ravine Trail.

## FINANCIAL SUMMARY

Budget by Object of Expenditure Category	Actual FY 2012	Amended FY 2013	Actual * FY 2013	Adopted FY 2014	Increase (Decrease)	Percent Change
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	-
Supplies	-	-	-	-	-	-
Purchased Services	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-
Capital Outlay	439,447	2,072,988	360,319	1,255,339	(817,649)	-39%
<b>Total</b>	<b>\$ 439,447</b>	<b>\$ 2,072,988</b>	<b>\$ 360,319</b>	<b>\$ 1,255,339</b>	<b>\$ (817,649)</b>	<b>-39%</b>

\* Un-audited numbers

## Fund Description

This fund exists to receive and expend a variety of grant and donation funds.

---

## Activities & Objectives

### **Miscellaneous Grants and Donations** - Activity budget equals **\$ 40,000**

The \$ 40,000 is for an appropriation and spending authority for any donations that the City receives.

### **Miscellaneous Fire Donations** – Activity budget equals **\$ 5,000**

Fund provided for...

### **COPS Technology and COPS Technology X2** – Activity budget equals **\$ 993,592**

Fund provided by the Department of Justice, COPS Office enable the Missoula Police Department to increase its effectiveness and efficient. It also enhances the technological capacity of our department to assist in problem solving and other community policing activities.

### **Anti-Graffiti** – Activity budget equals **\$5,000**

Funds provided by grants and donations provided to Missoula Police Department enable the volunteer program to purchase supplies needed to paint over graffiti.

### **BIAS Crime Campaign** – Activity budget equals **\$10,903**

The Missoula Police Department and Communications Office formed partnerships with community organizations and businesses on a public campaign to encourage people who believe they are victims of crimes based in bias and discrimination to report those crimes. The first phase focused on sexual orientation. Subsequent phases of the campaign will focus on other minorities.

### **ICAC Grant**- Activity budget equals **\$ 30,438**

Internet Crimes Against Children (ICAC) provides funding to help local law enforcement agencies enhance their investigative response to offenders who use the Internet, online communication systems, or other computer technology to sexually exploit children.

### **Bulletproof Vest Grant** - Activity budget equals **\$ 10,500**

This program provides for a fifty (50%) percent reimbursement of bullet proof vests for law enforcement officers through the Bulletproof Vest Grant Partnership Program.

### **County DUI Task Force Grant** – Activity budget equals **\$5,000**

Funds provided by the Missoula County DUI Task Force enable officers to work overtime shifts in the enforcement of impaired driving laws. Funds also provide equipment and training to enhance the department's ability to enforce impaired driving laws.

### **Traffic Safety Grants (Seat Belts and Capital Outlay)** - Activity budget equals **\$60,000**

The City has applied to receive a grant from the State of Montana to purchase equipment.

The City has applied for a traffic safety grant to enforce seatbelt safety. This will also be used to cover overtime costs for seatbelt enforcement as well as fuel for vehicles.

### **Drug Task Force Grant (HIDTA)** - Activity budget equals **\$299,498**

The City of Missoula is the fiscal agent for a Federal, State, County and Municipal task force called the High Intensity Drug Trafficking Area Task Force. This task force has been in existence since FY'03.

### **Fire Explorers Program** - Activity budget equals **\$1,650**

The Fire Explorer Program, in conjunction with the Boy Scouts of America, offers young adults real life experiences, training and exposure to the career opportunities available in the fire service.

### **Combat Challenge** - Activity budget equals **\$4,092**

The Scott Firefighter Combat Challenge attracts hundreds of U.S. and Canadian municipal fire departments each year at more than 25 regional competitions worldwide. The Challenge seeks to encourage firefighter fitness and demonstrate the profession's rigors to the public - wearing full bunker gear breathing apparatus, pairs of competitors simulate the physical demands of real-life firefighting by performing a linked series of five tasks including: climbing the 5-story tower, hoisting, chopping, dragging hoses and rescuing a life-sized, 175 lb. "victim" as they race against themselves, their opponent and the clock. MFD has been competing in the Firefighter Combat Challenge since 1994 - a combined Missoula Fire Department & Missoula Rural Fire District team won the world championship in 1997 and

MFD won the title again in 2001. MFD's 2001 team time (4:19.33) still stands as the current World Record. These donated funds provide the Missoula Fire Department Combat Challenge team the opportunity to train and travel to compete in a regional competition and, if the team qualifies, at the World Championship.

**Fort Missoula Roads** - Activity budget equals **\$24,822**

As a condition of accepting responsibility for maintaining the infrastructure at Fort Missoula, the U.S. Army provided the City with these funds to improve the condition of the roads at Fort Missoula.

**Brownfield's Cleanup RLF** - Activity budget equals **\$456,520**

This Environmental Protection Agency grant is matched with \$200,000 from the Missoula Area Economic Development Corporation, and will enable the City to make cleanup loans and a limited number of cleanup grants to eligible owners of Brownfield's sites within Missoula County.

**Brownfield's Cleanup ARRA** - Activity budget equals **\$30,000**

This grant will enable the City to make cleanup loans and a limited number of cleanup grants to eligible owners of Brownfield's sites within Missoula County.

**Energy Efficiency and Conservation Block Grant (EECBG) Program** – Activity budget equals **\$40,000**

Funded for the first time by the American Recovery and Reinvestment Act (Recovery Act) of 2009, represents a Presidential priority to deploy the cheapest, cleanest, and most reliable energy technologies we have—energy efficiency and conservation—across the country.

---

### FINANCIAL SUMMARY

Budget by Object of Expenditure Category	Actual FY 2012	Amended FY 2013	Actual * FY 2013	Adopted FY 2014	Increase (Decrease)	Percent Change
Personal Services	\$ 622,625	\$ 167,084	\$ 422,910	\$ 176,708	\$ 9,624	6%
Supplies	28,544	60,401	63,717	77,824	17,423	29%
Purchased Services	499,821	129,301	312,646	586,139	456,838	353%
Miscellaneous	364,624	1,100,265	719,438	158,930	(941,335)	-86%
Debt Service	-	-	-	-	-	-
Capital Outlay	19,411	1,068,414	337,097	1,018,414	(50,000)	-5%
<b>Total</b>	<b>\$ 1,535,025</b>	<b>\$ 2,525,465</b>	<b>\$ 1,855,807</b>	<b>\$ 2,018,015</b>	<b>\$ (507,450)</b>	<b>-20%</b>

\* Un-audited numbers

## Program Description

The Building Inspection Division of the Development Services Department is certified by the State for the purpose of administering and enforcing building regulations in the City of Missoula. The regulations used are the codes which are adopted by the State Department of Commerce and the Missoula City Council.

## City Strategic Plan & Department's Implementation Strategy

### Goal #1: Funding and Service

- Strategy: We will maintain or improve the level of service to citizens.
  - Continue implementation of web-based Accela Automation permitting system to increase convenience and accessibility to customers.
- Strategy: We will work toward sustaining and diversifying fiscal resources.
  - Annually perform fiscal balance review to ensure sustainability of revenue.

## FINANCIAL SUMMARY

Budget by Object of Expenditure Category	Actual FY 2012	Amended FY 2013	Actual * FY 2013	Adopted FY 2014	Increase (Decrease)	Percent Change
Personal Services	\$ 592,320	\$ 641,525	\$ 687,188	806,267	\$ 164,742	26%
Supplies	20,219	24,675	21,486	22,675	\$ (2,000)	-8%
Purchased Services	56,716	70,590	37,318	72,151	\$ 1,561	2%
Miscellaneous	196,987	212,354	228,490	246,009	\$ 33,655	16%
Debt Service	-	364,000	322,000	-	\$ (364,000)	-100%
Capital Outlay	-	3,500	5,005	60,000	\$ 56,500	1614%
<b>Total</b>	<b>\$ 866,242</b>	<b>\$ 1,316,644</b>	<b>\$ 1,301,487</b>	<b>\$ 1,207,102</b>	<b>\$ (109,542)</b>	<b>-8%</b>

\* Un-audited numbers

## STAFFING SUMMARY

Title	Actual	Actual	Actual	Adopted
	FY 2010	FY 2011	FY 2012	FY 2013
BUILDING OFFICIAL	1.00	1.00	1.00	1.00
SENIOR CONSTRUCTION PLANS EXAMINER	1.00	1.00	1.00	1.00
CONSTRUCTION PLANS EXAMINER	-	-	-	-
COMBO/ELECTRICAL INSPECTOR	1.00	1.00	1.00	1.00
COMBO/PLUMBING INSPECTOR	1.00	1.00	1.00	1.00
COMBO/BUILDING INSPECTOR	-	1.00	1.00	1.00
SENIOR COMBO/MECHANICAL INSPECTOR	1.00	1.00	1.00	1.00
SENIOR COMBO/BUILDING INSPECTOR	1.00	1.00	1.00	1.00
SENIOR COMBO/BUILDING INSPECTOR	1.00	-	-	-
SENIOR COMBO/BUILDING INSPECTOR	1.00	-	-	-
SENIOR COMBO/BUILDING INSPECTOR	-	-	-	-
OFFICE MANAGER	1.00	1.00	1.00	1.00
SENIOR BUILDING PERMIT SPECIALIST	1.00	1.00	1.00	1.00
SENIOR BUILDING PERMIT SPECIALIST	1.00	-	-	-
SENIOR BUILDING PERMIT SPECIALIST	1.00	-	-	-
PERMIT TECHNICIAN	1.00	-	-	-
CLERK	-	-	-	-
<b>Total</b>	<b>13.00</b>	<b>9.00</b>	<b>9.00</b>	<b>9.00</b>

## 2013 Budget Highlights

**New Operating Requests Funded:**

- New request to increase the travel and training budgets to allow staff to stay current and fully utilize the new Accela Automation software.
  - o Total request of \$2,000
- New request of two new inspector vehicles to replace existing vehicle in accordance with the City's vehicle replacement schedule.
  - o Total request of \$60,000.

## Performance Measures &amp; Workload Indicators

## Performance Measures

Measure	Actual FY 2010	Actual FY 2011	Actual FY 2012	Adopted FY 2013
1 . Respond to all construction inspection requests (building, electrical, mechanical and plumbing) within one working day.	100%	100%	100%	100%
2 . Make inspections to ensure code compliance with approved plans and the requirements of the appropriate code.	100%	100%	100%	100%

## Workload Indicators

Indicator	Actual FY 2010	Actual FY 2011	Actual FY 2012	Adopted FY 2013
1 . Number of building permits issued	1,306	1,440	890	1,100
2 . Review residential plans within 5 days	94.0%	93.0%	95.0%	95.0%
3 . Review multi-family, commercial & industrial within 10 days	90.0%	91.0%	96.0%	96.0%
4 . Number of plans withdrawn	16	19	17	15