

**Department Requested - Manager Recommended
Fiscal year 2016**

Department	Description	Department Requested	Manager Recommended	Manager Comments
General Fund				
Increased subsidy requests:				
Planning & Comm Dev	Additional subsidy from General Fund	\$41,939	\$41,939	
Library	Additional subsidy from General Fund - On Call Staff Only	\$100,000	\$0	Allocation available in Library Fund.
Library	Additional subsidy from General Fund - Roof CIP	\$0	\$11,000	Allocation for roof repairs.
Library	Additional subsidy for Bookmobile	\$0	\$10,137	No donation available this FY.
Police- Dispatch	Additional 911 Center Dispatcher #1 (Total \$61,000)	\$45,292	\$45,292	City portion of one position
Police- Dispatch	Additional 911 Center Dispatcher #2 (Total \$61,000)	\$45,292	\$45,292	City portion of one position
Fiscal Services - Inform Tech	Additional Funding for Addressing Coordinator per MOU with County (General Fund portion)	\$13,022	\$13,022	City's portion for position under the MOU.
Park & Recreation - Swimming pools	Final loan payment Flow Rider Electric City Water Park	\$167,000	\$167,000	Increased subsidy relating to debt service
Administration- Civic Center Events	Additional subsidy request	\$73,034	\$73,034	Needed to continue event services at current levels.
Capital Improvement- Generator	Generator	\$72,000	\$72,000	Provide back-up power for Civic center critical electric demands.
Capital Improvement- Incinerator	Incinerator (partial funding)	\$40,000	\$40,000	Capital maintenance need for animal shelter.
Hazard Removal	Hazard Removal	\$50,000	\$50,000	Fund was totally depleted.
Golf	Golf	\$100,000	\$100,000	Subsidy provided to offset debt (cash deficit) to GF.
Total increased subsidy requests		\$747,579	\$668,716	
General Fund requests:				
Administration - Animal Shelter	Adoption Supplies	\$4,500	\$4,500	Offset by revenues.
Administration - Animal Shelter	Microchipping	\$7,500	\$7,500	Offset by revenues.
City Commission	Additional membership dues for MT League of Cities and Towns	\$1,000	\$1,000	Increased dues.
City Clerk	Deputy City Clerk position be funded as a FTE effective 10/1/2015	\$19,359	\$19,359	Prior request/need deferred. Deputy Clerk fills in for CM Executive Assistant.
City Clerk	Agenda Software	\$15,000	\$0	Deferred.
CITY 190	Additional equipment needed	\$5,000	\$5,000	Replacement and maintenance A/V components.
Municipal Court	Microfilm court cases	\$15,000	\$15,000	Capital request for record and retention.
	Monthly charges for microfilm search program	\$1,260	\$1,260	
Fire	Firefighters	\$259,112	\$129,556	Proposed 2 FF. Seeking to add another in FY17.

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Fire	Self Contained Breathing Apparatus (SCBA)	\$325,000	\$32,500	Capital item. 10% grant match funded.
Fire	Rescue/ Ambulance Squad	\$180,000	\$0	FY15 truck maintenance more than truck value . Estimated debt service if funded \$18k annually -10 years.
Fire	Fire Engine annual debt payment (Total cost \$425,000 to financed for 10 years)	\$55,000	\$55,000	Capital item. Replace reserve engine #6.
Fire	Fire Marshal Vehicle	\$40,000	\$0	Deferred.
Fire	Thermal Imaging Camera	\$52,000	\$13,000	One camera for FY16. Phase in other cameras over next 3 budget cycles.
Fire	Fire Officers Certification	\$30,000	\$0	Deferred.
Fire	Fire Station Bathroom Design and Engineering	\$15,000	\$0	Capital item. Included in FY15. May require additional funding after design.
Fire	Generators for Stations 2,3&4	\$75,000	\$25,000	One per year per station.
Fiscal Services - Inform Tech	Add \$16,000 to Fire Departments' network charges for Metro Ethernet upgrade to 4 fire stations.	\$16,000	\$16,000	Necessary for software/hardware performance.
Legal	Par Golf Litigation- outside counsel estimate costs	\$75,000	\$0	Pending settlement approval.
Legal	.5 FTE Temporary Prosecutor for 13 weeks during Deputy Prosecutor maternity leave, \$6,500 EARNINGS/ \$613 Taxes and WC	\$7,113	\$7,113	Staff coverage.
Legal	Assistant City Attorney	\$110,085	\$0	Deferred.
Legal	Work station for Assistant City Attorney, including computer, drop, phone, work station, and LexisNexis license	\$3,600	\$0	Deferred.
Legal	Montana Law Enforcement Academy Training - Cassidy Blomgren	\$854	\$854	Staff training.
Park & Recreation- Admin	Work Order Program	\$20,000	\$0	Deferred. New system for entire department (not RecTrac based).
	NRPA Congress Meeting - Joe Petrella	\$1,105	\$1,105	Staff training.
	MRPA Yearly meeting - Joe Petrella	\$850	\$850	Staff training.
	MRPA Yearly meeting - Patty Rearden	\$850	\$850	Staff training.
Park & Recreation- Trails	Full Time Trails Foreman- 5 months FY16	\$31,830	\$31,830	Funded w/ Federal Transportation Funds. Grant writing, working with RTI volunteer, liaison.
	2 Seasonal Laborers funded thru RTI	\$20,000	\$20,000	MOU City/RTI - RTI paid.
Park & Recreation- Parks	Park Maintenance Temporary staffing plus herbicides- \$1,500	\$12,344	\$12,344	Season Herbicides Spring-August (Certified)
Police- Support	Vent cleaning - Improve air quality and cooling/heating system in bldg	\$8,000	\$0	Filled request in FY 2015
Police- Support	4 Additional Door locks- Needed in use with implementation of new badge security, system currently being installed	\$5,500	\$0	Filled request in FY 2015

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Police- Support	Interior Painting / Replacement Ceiling Tiles - Several ceiling tiles need replacing due to water damage -Interior painting is needed that has not been completed in 15 + years	\$2,500	\$0	Filled request in FY 2015
Police- Additional Special Travel	Special travel for police department	\$0	\$15,000	
Total General Fund requests		\$2,162,941	\$1,083,337	
Increased Requests from Other Funds				
Park & Recreation	Park Master Plan	\$80,000	\$80,000	
Total Park & Recreation		\$80,000	\$80,000	
Planning & Comm Dev- Permits	.05% Permit/ Plan Education Fee (to State) - currently at \$3,000	\$2,000	\$2,000	
Planning & Comm Dev- Permits	Credit Card Discount Fees- Currently at \$10,000	\$2,000	\$2,000	
Planning & Comm Dev- Permits	Misc Travel (add Floodplain) - Currently at \$5,200	\$1,350	\$1,350	
Total Building Permits		\$5,350	\$5,350	Funding from Building Permits
Planning & Comm Dev	Additional Subsidy from General Fund -Cell phone for Code Enforcement Officer	\$276	\$276	
Planning & Comm Dev	Additional Subsidy from General Fund	\$41,663	\$41,663	
Total Planning		\$41,939	\$41,939	Funding from General Fund
Planning & Comm Dev- CDBG	Increased training for staff- Currently \$6,500	\$1,000	\$1,000	Funding from CDBG grant
Planning & Comm Dev - Hazard Removal	Subsidy for Hazard Removal	\$0	\$50,000	
Police- Dispatch	Additional 911 Center Dispatcher #1 (Total \$61,000)	\$61,000	\$61,000	\$15,708 Funded by County, \$41,939 from General Fund
Police- Dispatch	Additional 911 Center Dispatcher #2	\$61,000	\$61,000	
Total Police- Dispatch		\$122,000	\$122,000	
Library	Reinstate \$100,000 general fund revenue to enable hiring of on-call staff, reopen on Sunday, reinstate city bookmobile service and as many Monday hours as possible	\$100,000	\$0	
Library	Reinstate on-call staff hours to help alleviate staff shortages due to illness/vacation (could cover in current budget)	\$9,755	\$9,755	Funding from Current Library Revenue - No increased subsidy
Library	Reopen Sundays 1:00 - 5:00, October - May (could cover \$9,616 in current budget; \$16,296 from General)	\$25,912	\$0	
Library	Reinstate city bookmobile service (All from General)	\$10,137	\$10,137	Funding from the General Fund
Library	Additional Subsidy from General Fund - Roof CIP	\$0	\$11,000	Funding from the General Fund

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Total Library		\$145,804	\$19,892	
Park & Recreation- Natural Resources	Log Truck	\$225,000	\$0	
	Tree trimming and Planting contract	\$31,886	\$31,886	Funded by 10% Boulevard Assessment Increase
	Travel for Certification	\$1,100	\$1,100	
Total Natural Resources		\$257,986	\$32,986	
Park & Recreation - Swimming Pools	Final loan payment Flow rider Electric City Water Park	\$167,000	\$167,000	Increased General Fund Subsidy
Park & Recreation- Golf Courses	Golf Cars, Bunker Rake, 2 green rollers	\$89,900	\$0	
Park & Recreation- Golf Courses	Help address cash deficit	\$0	\$100,000	
Total Golf Courses		\$89,900	\$100,000	
Fiscal Services - Inform Tech	Add \$16,000 to Fire Departments' network charges for Metro Ethernet upgrade to 4 fire stations.	\$16,000	\$16,000	Funding from General Fund
Fiscal Services - Inform Tech	Request \$15,000 for labor for Fire Department Metro Ethernet.	\$15,000	\$15,000	Funding from Computer ERS
Fiscal Services - Inform Tech	Request for network switches. By adding switches we are adding redundancy and efficiency to the network and its resources.	\$12,000	\$12,000	Funding from Computer ERS
Fiscal Services - Inform Tech	Request new web filter. Current web filter creates a bottleneck of minus 100 megabyte speed. Though we have a 200MB internet pipe, we are actually reduced to 100MB.	\$7,500	\$7,500	Funding from Computer ERS
Fiscal Services - Inform Tech	IF Metro Ethernet for fire stations is approved, request to add the fire departments to the City Phone system. This covers all costs required for the transition.	\$15,000	\$0	
Fiscal Services - Inform Tech	Request to purchase a scanning unit for plotter. Several departments would be able to utilize this scanning feature. This unit may reduce printing costs.	\$9,000	\$9,000	Digitizing/archiving aging maps
Fiscal Services - Inform Tech	Additional Funding for Addressing Coordinator per MOU with County (General Fund portion)	\$13,022	\$13,022	Funding from General Fund
Total Information Technology		\$87,522	\$72,522	
Administration- Human Resources	New employee for benefits administration	\$64,500	\$64,500	Funding from Human Resources Fund Balance
Administration- Human Resources	Equipment and furniture for new employee for benefits administration	\$10,000	\$10,000	Funding from Human Resources Fund Balance
Total Human Resources		\$74,500	\$74,500	

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Public Works- Engineering	Radiation Survey Meter	\$800	\$800	Funding from Engineering Fund Balance
Public Works- Engineering	Total Station, Data Collector, Prism and Pole	\$30,000	\$30,000	Funding from Engineering Fund Balance
Public Works- Engineering	Raken Support - mobile app for Daily Construction Diary for Insp.	\$432	\$432	Funding from Engineering Fund Balance
Public Works- Engineering	Bently Water CAD - program for water modeling.	\$1,000	\$1,000	Funding from Engineering Fund Balance
Total Engineering		\$32,232	\$32,232	
Public Works- Central Garage	OT - Workers Comp, FICA, Medicare, PERS, Unemp, Pension	\$165	\$165	Funding from Central Garage Fund Balance
Public Works- Central Garage	Vacation Leave Retirement Buyout	\$2,655		
Public Works- Central Garage	Sick Leave Retirement Buyout	\$643		
Total Central Garage		\$3,463	\$165	
Public Works- Sanitation Commerical	OT - Workers Comp, FICA, Medicare, PERS, Unemp, Pension	\$5,332	\$5,332	
Public Works- Sanitation Residential	OT - Workers Comp, FICA, Medicare, PERS, Unemp, Pension	\$9,153	\$9,153	
Total Sanitation		\$14,485	\$14,485	
Public Works- Street	CIP - 36th Ave NE - 11th St. to Bootlegger reconstruction	\$460,000	\$460,000	Funded by 10% Street Maintenance Increase
Public Works- Street	OT - Workers Comp, FICA, Medicare, PERS, Unemp, Pension	\$18,830	\$18,830	
Public Works- Street	Vacation Leave VEBA	\$12,000	\$0	
Public Works- Street	Sick Leave VEBA	\$3,000	\$0	
Total Street		\$493,830	\$478,830	
Public Works Administration	Increase custodian from 29 hours to full time	\$25,253	\$25,253	Funding from PW Admin Fund Balance
Total PW Admin		\$25,253	\$25,253	
Public Works- Water Purification	Overhire electrician for training prior to current electrician retirement	\$20,000	\$20,000	Funding from Water Fund
Total Water		\$20,000	\$20,000	
Public Works- Sewer Environmental				
Public Works- Sewer Environmental	Electric Utility	\$410,000	\$410,000	
Public Works- Sewer Environmental	Digester Cleaning	\$150,000	\$150,000	
Public Works- Sewer Environmental	Assistance for NPDES permit renewal	\$15,000	\$15,000	
Public Works- Sewer Environmental	New Position for FOG control Technician	\$50,579	\$50,579	
Public Works- Sewer Environmental	Add funding for reference material	\$150	\$150	
Public Works- Sewer Environmental	Office Furniture (assume no new personnel)	\$1,500	\$1,500	
Public Works- Sewer Environmental	Office Furniture/supplies (additional if new person is approved)	\$2,158	\$2,158	

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Public Works- Sewer Environmental	Supplies for H2S monitor calibration and maintenance	\$1,100	\$1,100	
Public Works- Sewer Environmental	Additional Supplies if new person is approved.	\$200	\$200	
Public Works- Sewer Environmental	LinkoFOG software for implementation of FOG control program	\$9,800	\$9,800	
Public Works- Sewer Environmental	Certified Mail Costs	\$200	\$200	
Public Works- Sewer Environmental	Legal Notices	\$300	\$300	
Public Works- Sewer Environmental	Water Environment Federation (WEF) Memberships for Staff	\$354	\$354	
Public Works- Sewer Environmental	WEF Membership if new person is approved	\$111	\$111	
Public Works- Sewer Environmental	Fund Wastewater Treatment Certification for Supv and Tech.	\$30	\$30	
Public Works- Sewer Environmental	Fund cell phone costs	\$860	\$860	
Public Works- Sewer Environmental	Cell Phone funding if new person is approved	\$520	\$520	
Public Works- Sewer Environmental	Funding for Professional Services to assist w/Consent Decree	\$9,800	\$9,800	
Public Works- Sewer Environmental	Professional Services to develop FOG Sector Control Program in Ordinance	\$4,200	\$4,200	
Public Works- Sewer Environmental	Fund Software Support (Linko)	\$3,800	\$3,800	
Public Works- Sewer Environmental	Increase in Travel Budget	\$8,165	\$8,165	
Total Sewer		\$668,827	\$668,827	
Administration- Civic Center Events	Additional Subsidy request	\$73,034	\$73,034	
Capital Projects- Information Tech	Generator for Civic Center	\$72,000	\$72,000	
Capital Projects- Animal Shelter	Partial funding for Incinerator	\$40,000	\$40,000	
Total Capital Projects		\$112,000	\$112,000	
Total Increased Request from Other Funds		\$2,516,125	\$2,192,015	