

City of Great Falls Fund Summary

Fund Name	FY 2014 Fund Balance	FY 2015 Projected Fund Balance	Target Fund Balance Range (8% to 17%)	FY 2016 Projected Fund Balance	Purpose of Fund	Revenue Sources	Notes
Stable							
Park & Recreation Special Revenue Fund	\$550,399	\$594,030	NA	\$348,680	Used for donations and contributions related to Parks and Recreation, including Park Land "Trust", and special events.	Cash in lieu of parkland dedication, special events, projects. Most of the funds are restricted for park purposes only.	The City Commission has adopted a policy establishing the appropriate use of park land trust monies. The fund is to match grants for park projects and special events. Revenue from park leases have been committed to pay off loans for special improvements to facilities such as the Baseball Stadium and other capital improvements (tennis courts). No target fund balance required. Operating expenses are not paid through this fund.
Library Foundation	\$59,355	\$122,892	NA	\$160,867	Accounts for restricted and unrestricted donations for the library.	Donations.	No target fund balance required. Operating expenses are not paid through this fund.
Central Montana Ag Tech TID	\$196,046	\$155,541	NA	\$394,804	Central Montana Ag Tech Park TID activities.	Tax Increment.	No target fund balance required. Operating expenses are not paid through this fund.
Airport TID	\$17,029	\$24,289	NA	\$24,289	Airport TID activities.	Tax Increment.	No target fund balance required. Operating expenses are not paid through this fund.
Downtown TID	\$14,245	\$35,141	NA	\$35,141	Downtown TID activities.	Tax Increment.	District had first increment in FY 2014. No target fund balance required. Operating expenses are not paid through this fund.
East Industrial Ag Tech Park	\$0	\$21,581	NA	\$21,581	East Industrial Ag Tech Park activities.	Tax Increment.	District had first increment in FY 2015. No target fund balance required. Operating expenses are not paid through this fund.
Economic Revolving	\$17,270	\$17,295	NA	\$17,295	Economic development activities.	Various.	No target fund balance required. Operating expenses are not paid through this fund.
Licenses	\$34,419	\$61,126	\$14,627	\$61,138	Primary fund for Safety Inspection Certificates (often confused with Business Licenses). The General Fund (Great Falls Fire Rescue) is paid all monies received through this fund, less expenses incurred. Annual unreserved fund balance is very small.	Fees for Safety Inspection Certificates, Home Occupation Inspection Certificates, Mobile Home Safety Inspections, and Non-Resident Business Licenses.	The major expense in this fund is the Fire Inspection Services Internal Service charge from the Fire Department. The target fund balance is set at 17% less the Fire Inspection Service Internal Service Charge.
Support and Innovation	\$58,414	\$61,347	NA	\$61,347	Used to account for assessments of the TBID and BID.	Tourism Business Improvement District and Business Improvement District Assessments.	No target fund balance required. Operating expenses are not paid through this fund.
911 Special Revenue	\$341,981	\$406,724	NA	\$616,311	Emergency Telephone 911 Revenue Fee ("911 Quarters") fund. Used for operation of the regional dispatch center	Fee charged to each subscriber in the state for 911 services. Regulated by the State.	The current Interlocal agreement impacts how the funds are tracked and dispersed. No target fund balance required. Operating expenses are not paid through this fund.
Police Special Revenue	\$232,841	\$250,092	NA	\$284,055	Fund used to administer grants received by the police department and drug enforcement activities.	Grants and drug seizures.	Drug seizures are kept in this fund and are used to fund drug enforcement activities as needed. Small grants received by PD are held in the account (i.e. ballistic vests, foundation money for HRU equipment). There is no limit to this fund and the seizure/grant money is kept separate. No target fund balance required. Operating expenses are not paid through this fund.

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Fire Special Revenue	\$157,855	\$111,123	NA	\$111,123	State Haz -Mat Team program activities and other miscellaneous projects.	Some funding comes from the State of Montana. Other funds come from charges for services.	If the state failed to maintain funding the Haz-Mat program, the City would have to discontinue or drastically reduce this program. No target fund balance required. Operating expenses are not paid through this fund.
Housing Authority	\$0	\$0	NA	\$0	Housing Authority operations.	Housing Authority.	This is the fund that the personal services and internal services are paid for the employees of the Housing Authority. It is a pass through fund. No target fund balance required. This City is reimbursed semi-monthly for all expenses.
Street Lighting Districts	\$1,965,610	\$2,096,589	\$711,143	\$2,104,910	Account for the collection of assessments and subsequent payment of special lighting district costs.	Assessments.	Commission needs to determine if it wants to remain in the light district business. The target fund balance is higher for this fund then the normal range. The only source of payment is assessments which are received in December and June. The lighting district bills are paid monthly. A fund balance of at least 6 months of expenses would be appropriate.
Soccer Park Bond	\$45,836	\$39,057	NA	\$42,691	Collects revenue and expends funds on the Soccer Park general obligation debt.	Taxes. Public voted debt.	A minimal amount of reserve is needed for the payment on the soccer park debt. No target fund balance required. Operating expenses are not paid through this fund.
Swim Pool Rehab Bond	\$27,489	\$19,198	NA	\$20,376	Collects revenue and expends funds on the Swimming Pool general obligation debt.	Taxes. Public voted debt.	A minimal amount of reserve is needed for the payment on the swimming pool debt. No target fund balance required. Operating expenses are not paid through this fund.
West Bank TID	\$794,013	\$564,301	Specific reserves are required for this fund because of debt service requirements.	\$760,617	Collects revenue and makes the payment on the West Bank TID debt.	Tax Increment.	A cash reserve of \$233,917 is required in the West Bank TID for FY 2016. Projected unreserved cash balance is \$526,700.
General Obligation Taxable Bonds	\$3,588	\$4,721	NA	\$4,721	The general obligation taxable bonds that were used to refinance the Highwood Generating Station Feasibility Study.	General Fund.	A minimal amount of reserve is needed for the payment on the general obligation debt. No target fund balance required. Operating expenses are not paid through this fund.
Special Improvement District Revolving / Improvement District Projects	\$89,802	\$63,594	NA	\$50,257	Account for Improvement District Projects.	Improvement District Assessments.	A minimal amount of reserve is needed for the payment on the improvement district debt. No target fund balance required. Operating expenses are not paid through this fund.
Mast Debt SILD	\$15,012	\$22,769	NA	\$20,029	Account for Street Lighting debt.	Special Improvement Lighting District Assessments.	A minimal amount of reserve is needed for the payment on the Special Improvement Lighting District. No target fund balance required. Operating expenses are not paid through this fund.
Water	\$6,250,300	\$2,082,638	\$449,021 (O & M) \$2,000,000 (Capital)	\$2,566,443	Water treatment operations and maintenance activities. Provides adequate revenue to cover bond covenants.	User fees.	Primary regulatory requirements are driven by the Safe Drinking Water Act and Clean Water Act. Other significant regulatory requirements are the Clean Air Act, DOT, OSHA and others. Fund balance does not include required bond reserves. Additional debt of \$24 million will be issued in the next few years. Target fund balance for O& M set at 8% of operations.
Sewer	\$5,508,995	\$3,911,177	\$493,260 (O & M) \$2,000,000 (Capital)	\$1,485,750	Wastewater treatment operations and maintenance activities. Provides adequate revenue to comply with bond covenants.	User fees.	Primary regulatory requirements are driven by the Clean Water Act. Other significant regulatory requirements are the Clean Air Act, DOT, OSHA and others. Fund balance does not include required bond reserves. Target fund balance of O & M set at 8%.

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Stable							
Storm Drain	\$2,980,081	\$1,944,929	\$31,992 (O & M) \$2,000,000 (Capital)	\$675,985	Storm water operations and maintenance. Provide adequate revenue to comply with bond covenants.	User fees.	Primary regulatory requirements are driven by our MS4 permit including requirements from the EPA, DEQ and others. There are two major projects in the near future. Trying to build up necessary fund balance. Fund balance does not include required bond reserves. Target fund balance of O & M set at 8%.
911 Dispatch Center	\$2,873	\$227,386	\$299,963	\$211,128	Fund used for operations of dispatch center and equipment upgrades/software purchases for the center.	Charges for service to the agencies using the center.	Target fund balance set at 17%. This target amount does not include amounts needed for replacement of equipment or repairs on building.
Recreation	\$259,877	\$201,426	\$84,055	\$168,098	Accounts for revenues and expenses related to the recreation center, recreation programs, the annual Ice Breaker road race, and other miscellaneous fee-based recreation programs.	Charges for services 86%; General Fund 14%.	Target fund balance set at 17% of operations. This does not include balance needed for repairs.
Multi Sports	\$71,939	\$70,049	\$22,483	\$72,496	Multi-sports complex operations and maintenance.	Charges for service 100%.	Target fund balance set at 17%. This does not include balance needed for repairs.
Insurance & Safety	\$184,785	\$569,413	\$81,367	\$568,872	Central insurance and safety program costs of the City, which includes centralized handling of premium payments, claims processing, and general insurance administration.	Internal Service Charges.	An Internal Service fund. Target fund balance set at 8% of operations. Revenue is received at the beginning of the year.
Human Resource	\$69,143	\$78,691	\$33,803	\$4,190	Fund supports Human Resources Department operations and services.	Internal Service Charges.	An Internal Service fund. Target fund balance set at 8% of operations. Revenue is received every month.
Engineering	\$167,102 unrestricted; \$62,251 restricted	\$149,104 unrestricted; \$62,251 restricted	\$109,826 (unrestricted)	\$126,389 unrestricted; \$62,251 restricted	Design and management of city infrastructure projects; review, management and inspection of privately funded infrastructure to be dedicated to the City; and SID development.	Internal Service Charges from other Public Works Divisions based on services rendered; inspection fees from private developers and for repairs; sale of maps and bid documents; general fund transfer.	An Internal Service fund. Target fund balance set at 8% of operations. Revenue is received every month. This target does not include amount needed for replacement of equipment.
Public Works Admin	\$236,526	\$251,640	\$41,805	\$230,657	Planning, organizing & coordinating 3 public work branches.	Internal Service Charges.	An Internal Service fund. Target fund balance set at 8% of operations. Revenue is received every month. This target does not include amount needed for replacement of equipment or repairs.
Civic Center Facility Services	\$124,794 unrestricted; \$97,116 restricted	\$87,161 unrestricted; \$97,116 restricted	\$40,791	\$90,010 unrestricted; \$97,116 restricted	Maintenance and operation of the Civic Center.	Internal Service Charges.	An Internal Service fund. External repairs for the facility projected at over \$4 million. Some minor band-aid work will be performed in the interim until a funding decision is made, which will likely be general obligation debt approved by voters. Target fund balance has been set at 8% of operations.

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Requires Monitoring							
General Fund	\$3,068,392	\$4,232,852	\$4,599,485	\$4,684,027	Accounts for all financial resources of the City except those legally required or those funds required pursuant to generally accepted accounting practices.	58% Taxes, 27% Intergovernmental.	FY2014 Goal: Maintain 8% of fund balance for cash flow, operating, emergency contingencies. FY2015 Goal: 12%. Long term goal to rebuild fund to 17%.
Library	\$467,034	\$467,426	\$217,971	\$488,042	Library operations.	52% Taxes, 27% General Fund Support, County, State Aid, Fines and Fees, and Donations.	Targeted balance is an estimate, pending upcoming fiscal year personnel, benefits, operations and internal charges amounts. Requirements under the Health Care Reform Act will have a potential impact on the library budget as well. Target fund balance set at 17%.
Planning & CD	\$160,390	\$194,402	\$128,081	\$194,402	Planning Division operations.	United Planning Work Program, Planning permit fees, misc licenses, State grants, County levy, and 12% General Fund support.	The Planning Division accounts for subdivision reviews, annexations, rezoning, transportation planning, historic preservation, and other related planning services within the City. Target fund balance set at 17%.
Permits	\$118,857	\$629,590	\$142,114	\$740,102	Reserve fund to ensure funding is available to pay salary and expenses of the Building Division during seasonal fluctuations in building permit activity.	Building Permit fees.	Building reserve funds fell from \$636,069 to \$203,453 between 2010 & 2011 with the slowdown of the economy. Automatic permit increases will occur (2.5% annually) until desired fund balance achieved. Target fund balance set at 17% of operations.
Portage Meadows	(\$4,242)	\$3,609	\$8,519	\$11,578	Maintains the Green belt of the Portage Meadows Addition for 186 properties.	Special Assessments.	Target fund balance set at 17% of operations.
Street District	\$1,237,098	\$1,407,674	\$919,939	\$1,398,747	Street/Alley/ROW Repair and Maintenance	Street Assessment Dec/June Gas Tax State Entitlement (HB 124).	Target fund balance set at 17%. This does not include amounts needed for Capital Outlay.
Federal Block Grant- CDBG	\$305,218	\$305,218	\$147,914	\$47,795	Pays direct & indirect costs associated with administration of CDBG program (salary for the Grants Administrator, Grant Specialist & Fair Housing Specialist). Non programmed funds should be utilized in the short term. Supports a portion of the Code Enforcement Officer salary and all of the Housing Rehab Specialist salary. Funds the Deferred Payment and the City's Revolving Loan Funds.	Federal Block Grant monies.	Funding for this program has been cut by 50% over the course of the last three years. Some fund balance should be maintained in this fund due to timing on reimbursements from the federal government. Target fund balance set at 17% of the operations budget.
HOME Grant	\$1,550	\$1,550	\$15,357	\$1,553	HOME Program revenue and some administrative costs. Non programmed funds to be utilized in the short term.	Federal grant funds.	This fund is used to account for the federal grant funds received through the HOME investment Partnership Program to expand the supply of decent, safe, sanitary, and affordable housing, with primary attention to rental housing for very low to low income people. Target fund balance set at 8% of operations.

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Requires Monitoring							
CTEP Projects	\$56,145	\$117,786	NA	\$117,786	Community Transportation Enhancement Program (CTEP) federal grant funds received by the City from the Montana Department of Transportation.	Federal grant funds.	No target fund balance required. Operating expenses are not paid through this fund, CTEP Projects only.
Hazard Removal	\$1,105	\$13	NA	\$50,013	This fund is used to fund operations for removal of dangerous buildings and cleanup of problem properties when the property owner is financially unable or unwilling to correct the problem.	Lien payments and General Fund.	Fund can be completely depleted by one project and not be paid back for many years. No target fund balance required. Operating expenses are not paid through this fund.
General Capital Projects	\$379,011	\$375,733	NA	\$375,733	Accounts for specific governmental capital projects.	Various.	No target fund balance required. There are restricted balances for this fund for the Soccer Park debt lawsuit, the Thorndike Trust, and other projects.
Central Garage	\$625,060 unrestricted \$2,157,899 restricted	\$499,358 unrestricted \$2,393,483 restricted	\$135,242 for operations; ERS Improvement amounts vary	\$499,358 unrestricted; \$2,033,478 restricted	Vehicle maintenance, purchase, and repair for the equipment revolving fund.	Internal Service Charges.	An Internal Service fund. Target fund balance set at 8% of operations. Revenue is received every month. This target does not include amount needed for replacement of equipment.
Information Tech Fund	\$2,357 unrestricted \$125,513 restricted	\$28,731 unrestricted \$125,513 restricted	\$108,926 unrestricted; ERS Improvement amounts vary	\$28,731 unrestricted \$122,372 restricted	Centralized and personal computer operations, equipment services, and support.	Internal services funded: 37% General Fund; 23% Fiscal Services; rest of funding allocated to other funds.	An Internal Service fund. Target fund balance set at 8% of operations. Revenue is received every month. This target does not include amount needed for replacement of equipment.
Health and Benefits	(\$832,424)	(\$855,067)	1 month of premiums, \$589,840	(\$854,312)	Fund operates the city's group health insurance plan and processes and payments of health insurance premiums. Changed in FY 2014 to the MMIA Health Trust.	Health Insurance premiums paid by the City, City employees, retirees and component units. A 5.2% increase was needed in FY 2016.	Cash balance as of 6/18/2015 was \$719,208. The negative fund balance is due to the GASB 45 required recording of the unfunded liability OPEB obligation. City transitioned health insurance to MMIA Health Trust as of July 1, 2013. Target fund balance is 8%.
City Telephone	\$80,802	(\$3,470)	\$3,507	(\$501)	Fund for city switchboard/ telephone system at the Police Station and Civic Center.	Internal Service Charges.	An Internal Service fund. Target fund balance set at 8% of operations. Revenue is received every month. This target does not include amount needed for replacement of equipment.
Fiscal Services	(\$3,879)	\$19,228	\$121,258	\$31,503	Centralized services for accounting, cash investments, utility billing and customer service, debt issuance, mail and capital asset tracking.	Internal services funded: 65% Utility Funds; 15% General Fund; rest of funding allocated to other funds.	An Internal Service fund. Target fund balance set at 8% of operations. Revenue is received every month.
Electric	\$359,871	\$0	NA	\$0	Electric City Power purchase and sales of electricity to customers.	Charges for Services.	This fund was closed to the General Fund.

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Requires Monitoring							
Sanitation	\$822,389	\$583,879	\$537,743	\$694,356	Sanitation services for commercial and residential customers. Includes utility container rental and commercial cardboard collection.	Fees charged to customers.	Revenue figured at a six month average, monthly collections average one month behind. The target fund balance is set at 17% of the operating budget. This does not address the target needed for equipment replacement.

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At Risk							
Natural Resources	\$170,971	\$117,755	\$97,216	\$111,279	Operational funding for arboriculture, horticultural, and natural resource services in all public property and right-of-ways within the City.	Special assessments in the Boulevard District 63%; General Fund 30%.	Target fund balance set at 17% of operations.
HIDTA Special Revenue	\$7,275	\$30,219	\$13,573	(\$6,057)	Fund used to administer the HIDTA program.	Grants and drug seizures.	Fund was created in FY 2013 to account for the HIDTA program. Target fund balance set at 17% of operations.
Golf Courses	(\$898,565)	(\$1,066,500)	\$152,594	(\$961,824)	Operation of two eighteen hole golf courses. Eagle Falls Golf Club and Anaconda Hills Golf Course.	Charges for services 100%.	Since FY 2009 the General Fund has provided direct support of \$616,921. Target fund balance is set at 12% less debt service. Fund has a cash deficit of approximately \$1 million. The last debt on the Golf Courses can be called or is due in FY 2016.
Parking	\$402,408	\$281,359	\$111,881	\$161,209	Public parking maintenance and operations. P&CD administers a management contract with APCOA/Standard Parking for day-to-day operations of parking facilities and enforcement.	Parking fines and fees.	Fund balance will be depleted to \$0 after building repairs and facility equipment is replaced. Target does not included balance needed for repairs. Target fund balance is set at 17% of operations.
Swimming Pools	\$180,326	\$20,827	\$127,637	\$3,263	Operation and maintenance of four city swimming pools.	Charges for services 72%; General Fund 28%.	Target fund balance was set at 17% of operating budget (minus debt service). This does not include amount needed for equipment replacement.
Civic Center Events	\$66,762 unrestricted; \$14,496 restricted	\$15,092	\$94,334	\$596 unrestricted; \$14,496 restricted	Operations, including the promotion and coordination of the use of the Civic Center arena, auditorium, ballroom, and Gibson Room.	Charges for services 70%; General Fund 25%.	Target fund balance was set at 17% of operations. This does not include balance needed for repairs.