

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 2011	Amended FY 2012	Actual * FY 2012	Adopted FY 2013	Increase (Decrease)	Percent Change
Personal Services	\$ 296	\$ -	\$ -	\$ -	\$ -	
Supplies	-	-	-	-	-	
Purchased Services	-	-	-	-	-	
Miscellaneous	-	-	796	-	-	
Debt Service	-	-	-	-	-	
Capital Outlay	391,157	1,900,000	220,311	2,400,000	500,000	26%
Total	\$ 391,452	\$ 1,900,000	\$ 221,107	\$ 2,400,000	\$ 500,000	26%

* 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 2011	Amended FY 2012	Actual * FY 2012	Adopted FY 2013	Increase (Decrease)	Percent Change
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	
Supplies	-	-	-	-	-	
Purchased Services	1,762	-	2,120	-	-	
Miscellaneous	-	60,000	-	80,800	20,800	35%
Debt Service	13,250	-	-	-	-	
Capital Outlay	-	-	-	-	-	
Total	\$ 15,012	\$ 60,000	\$ 2,120	\$ 80,800	\$ 20,800	35%

* 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

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 2011	Amended FY 2012	Actual * FY 2012	Adopted FY 2013	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	-	-	-	-	-	
Total	\$ 1,038,338	\$ 1,358,338	\$ 1,358,338	\$ 1,358,338	\$ -	0%

* 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 FY13 is 25.83 mills compared with the FY12 levy of 24.32 mills.

FINANCIAL SUMMARY

Budget by Object of Expenditure Category	Actual FY 2011	Amended FY 2012	Actual * FY 2012	Adopted FY 2013	Increase (Decrease)	Percent Change
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	
Supplies	-	-	-	-	-	
Purchased Services	-	-	-	-	-	
Miscellaneous	1,747,847	2,544,027	2,544,027	2,794,027	250,000	10%
Debt Service	-	-	-	-	-	
Capital Outlay	-	-	-	-	-	
Total	\$ 1,747,847	\$ 2,544,027	\$ 2,544,027	\$ 2,794,027	\$ 250,000	10%

* 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.

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.

		<u>FY 2013</u>	<u>FY 2012</u>
350 Account	Cable TV Negotiator/Consultant	\$5,000	\$14,467
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	393,150	492,310
820 Account	Transfer to General Fund	269,320	206,816
840 Account	Contingency – decided by Council	0	0
940 Account	Capital-Replacement & Second Channel	<u>189,000</u>	<u>105,487</u>
	Total	\$858,470	\$821,080

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 2011	Amended FY 2012	Actual * FY 2012	Adopted FY 2013	Increase (Decrease)	Percent Change
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	
Supplies	-	-	-	-	-	
Purchased Services	888	16,467	6,411	7,000	(9,467)	-57%
Miscellaneous	570,115	699,126	679,155	662,470	(36,656)	-5%
Debt Service	-	-	-	-	-	
Capital Outlay	48,182	105,487	105,487	189,000	83,513	79%
Total	\$ 619,184	\$ 821,080	\$ 791,052	\$ 858,470	\$ 37,390	5%

* 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:

Vehicle(s)	
Computer Software	
Surveillance Equipment	
K9 Program	
SWAT training	
SWAT equipment	
Digital Camera(s)	
Purchase of Evidence	
Drug Training	
Total	\$27,800

FINANCIAL SUMMARY

Budget by Object of Expenditure Category	Actual FY 2011	Amended FY 2012	Actual * FY 2012	Adopted FY 2013	Increase (Decrease)	Percent Change
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	
Supplies	4,543	6,500	9,890	6,500	-	0%
Purchased Services	12,355	9,300	18,579	8,300	(1,000)	-11%
Miscellaneous	266	1,000	-	1,000	-	0%
Debt Service	-	-	-	-	-	
Capital Outlay	-	12,000	-	12,000	-	0%
Total	\$ 17,163	\$ 28,800	\$ 28,470	\$ 27,800	\$ (1,000)	-3%

* 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 2011	Amended FY 2012	Actual * FY 2012	Adopted FY 2013	Increase (Decrease)	Percent Change
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	
Supplies	-	-	-	-	-	
Purchased Services	-	2,315	-	2,103	(212)	-9%
Miscellaneous	-	-	-	-	-	
Debt Service	-	-	-	-	-	
Capital Outlay	-	-	-	-	-	
Total	\$ -	\$ 2,315	\$ -	\$ 2,103	\$ (212)	-9%

* Un-audited numbers

Fund Description

The City of Missoula will use EECBG funding to create a Revolving Loan Fund, which will be made available for the implementation of energy efficiency and conservation measures. The Revolving Loan Fund will be modeled after the City's successful CDBG Loan Fund and will be competitive and open to the public.

RLF loans will directly assist business owners, non-profits and others to implement energy efficiency retrofits or other conservation measures as allowed within EECBG regulations. The program will offer low-interest rates as a financial incentive for participation and will revolve, allowing us to fund similar projects in the future.

Activities & Objectives

Original \$150,000 seed money will be loaned no later than 12/1/12.

FINANCIAL SUMMARY

Budget by Object of Expenditure Category	Actual FY 2011	Amended FY 2012	Actual * FY 2012	Adopted FY 2013	Increase (Decrease)	Percent Change
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	-
Supplies	-	-	-	-	-	-
Purchased Services	-	-	-	-	-	-
Miscellaneous	-	-	-	150,000	150,000	
Debt Service	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-
Total	\$ -	\$ -	\$ -	\$ 150,000	\$ 150,000	

* 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 2011	Amended FY 2012	Actual * FY 2012	Adopted FY 2013	Increase (Decrease)	Percent Change
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	
Supplies	-	-	-	-	-	
Purchased Services	-	-	-	-	-	
Miscellaneous	-	15,000	-	15,000	-	0%
Debt Service	-	-	-	-	-	
Capital Outlay	-	-	-	-	-	
Total	\$ -	\$ 15,000	\$ -	\$ 15,000	\$ -	0%

* 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 2011	Amended FY 2012	Actual * FY 2012	Adopted FY 2013	Increase (Decrease)	Percent Change
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	
Supplies	-	-	-	-	-	
Purchased Services	291,301	323,627	322,720	339,268	15,641	5%
Miscellaneous	-	-	-	-	-	
Debt Service	-	-	-	-	-	
Capital Outlay	-	-	-	-	-	
Total	\$ 291,301	\$ 323,627	\$ 322,720	\$ 339,268	\$ 15,641	5%

* 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 2011	Amended FY 2012	Actual * FY 2012	Adopted FY 2013	Increase (Decrease)	Percent Change
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	
Supplies	-	-	-	-	-	
Purchased Services	20,696	21,288	18,432	21,288	-	0%
Miscellaneous	35,984	34,132	36,988	27,281	(6,851)	-20%
Debt Service	-	-	-	-	-	
Capital Outlay	-	-	-	-	-	
Total	\$ 56,680	\$ 55,420	\$ 55,420	\$ 48,569	\$ (6,851)	-12%

* 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 (\$240,000) 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 conjunction with 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 2011	Amended FY 2012	Actual * FY 2012	Adopted FY 2013	Increase (Decrease)	Percent Change
Personal Services	\$ 164,606	\$ -	\$ -	\$ 13,826	\$ 13,826	
Supplies	45,974	164,799	159,967	186,483	21,684	13%
Purchased Services	4,755	-	351	-	-	
Miscellaneous	24,684	75,201	75,201	75,201	-	0%
Debt Service	-	-	-	-	-	
Capital Outlay	-	60,000	38,625	78,000	18,000	30%
Total	\$ 240,018	\$ 300,000	\$ 274,144	\$ 353,510	\$ 53,510	18%

* Un-audited numbers

2013 Budget Highlights

New requests:

- **Flood Control Maintenance** – Funds Requested: **\$ 10,000** - Army Corps of Engineers required maintenance of Missoula storm water flood control levees (\$10,000) on the Clark Fork River and Grant Creek Levees
- **.25 Winter Seasonal Employee** – Funds Requested: **\$ 13,826** – Additional winter operations staff funding for better service response during snow operations to reduce the number of snow related complaints
- **GPS Tracking Units on Street Vehicles** – Funds Requested: **21,684** - Global Positioning System (GPS) units on Streets Division equipment (\$21,684) for real-time supervision, enhanced efficiency of service delivery, and reduced fuel consumption during Street Division operations
- **Mountain Line Transit Transfer Center** – Funds Requested: **\$ 8,000** - Mountain Line Transit Transfer Center landscape buffer to be installed in conjunction with safety and functional rehabilitation as described in CIP CS 19

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 #1: Quality of Life for All Citizens

- Strategy: We will work together to meet basic human needs with dignity for all.
 - Plant 190 trees per year with increase of 90-100 trees from Park District 1 and remainder from general fund.

Fund will be use 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 2011	Amended FY 2012	Actual * FY 2012	Adopted FY 2013	Increase (Decrease)	Percent Change
Personal Services	\$ 109,544	\$ -	\$ -	\$ 31,340	\$ 31,340	
Supplies	30,282	89,431	80,191	161,607	72,176	81%
Purchased Services	36,381	135,089	132,997	187,841	52,752	39%
Miscellaneous	-	-	-	-	-	
Debt Service	-	-	-	-	-	
Capital Outlay	-	-	-	130,000	130,000	
Total	\$ 176,207	\$ 224,520	\$ 213,188	\$ 510,788	\$ 286,268	128%

* 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, Lafray, 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 cares, 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 MacDonald 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 2013:

Annual sidewalk replacement program	\$30,000	Account 930
Asphalt for street paving	\$218,300	Account 930
Chip seal emulsified asphalt and distribution	\$286,000	Account 930
Sand (winter street sanding)	\$25,400	Account 930
Chip seal aggregate	\$109,125	Account 930
Engineering, soil tests, and materials tests	\$5,000	Account 350
Epoxy bike lane striping project – local match plus ICAP	\$5,624	Account 500
Van Buren Street Reconstruction	\$15,000	Account 930
Epoxy Crosswalks	\$15,000	Account 350
Lolo Trail Study – CIP Item CS-21	<u>\$10,000</u>	Account 350
Total Direct Expenditures:	\$719,449	

Interfund transfers for FY 2013:

Transfer to 1000.320 fund for labor costs	<u>\$564,000</u>	Account 820
Total Interfund Transfers:	\$564,000	

TOTAL FUND EXPENDITURES: \$1,283,449

FINANCIAL SUMMARY

Budget by Object of Expenditure Category	Actual FY 2011	Amended FY 2012	Actual * FY 2012	Adopted FY 2013	Increase (Decrease)	Percent Change
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	
Supplies	-	-	-	-	-	
Purchased Services	-	5,000	6,000	20,000	15,000	300%
Miscellaneous	564,000	571,987	564,000	569,624	(2,363)	0%
Debt Service	-	-	-	-	-	
Capital Outlay	441,135	592,210	552,675	693,825	101,615	17%
Total	\$ 1,005,135	\$ 1,169,197	\$ 1,122,675	\$ 1,283,449	\$ 114,252	10%

* 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 **\$65,961**
Department of Justice Edward Byrne Memorial JAG Recovery VI Grant - Activity budget equals **\$4,284**
Department of Justice Edward Byrne Memorial JAG Recovery VII Grant - Activity budget equals **\$21,632**
Department of Justice Edward Byrne Memorial JAG Recovery VIII Grant - Activity budget equals **\$11,542**
Department of Justice Edward Byrne Memorial JAG Recovery IX Grant - Activity budget equals **\$40,090**

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 2011	Amended FY 2012	Actual * FY 2012	Adopted FY 2013	Increase (Decrease)	Percent Change
Personal Services	\$ 3,470	\$ 101,769	\$ 64,323	\$ 92,833	\$ (8,936)	-9%
Supplies	15,266	43,738	27,986	251	(43,487)	-99%
Purchased Services	39,806	76,438	44,454	15,481	(60,957)	-80%
Miscellaneous	-	35,000	-	106,051	71,051	203%
Debt Service	-	-	-	-	-	
Capital Outlay	7,201	77,319	1,583	7,500	(69,819)	-90%
Total	\$ 65,743	\$ 334,264	\$ 138,345	\$ 222,116	\$ (112,148)	-34%

* 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 2019 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 **\$756,643**

TOTAL FUND EXPENDITURES EQUALS \$ 756,643

FINANCIAL SUMMARY

Budget by Object of Expenditure Category	Actual FY 2011	Amended FY 2012	Actual * FY 2012	Adopted FY 2013	Increase (Decrease)	Percent Change
Personal Services	\$ -	\$ -	\$ -	\$ 16,350	\$ 16,350	
Supplies	-	-	6,595	1,000	1,000	
Purchased Services	-	-	53,089	13,250	13,250	
Miscellaneous	72,784	668,490	113,778	676,043	7,553	1%
Debt Service	-	-	-	-	-	
Capital Outlay	-	-	-	50,000	50,000	
Total	\$ 72,784	\$ 668,490	\$ 173,463	\$ 756,643	\$ 88,153	13%

* 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.

Anticipated income is \$7,940.

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 2011	Amended FY 2012	Actual * FY 2012	Adopted FY 2013	Increase (Decrease)	Percent Change
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	
Supplies	-	-	-	-	-	
Purchased Services	-	700	-	18,407	17,707	2530%
Miscellaneous	19,023	15,067	15,767	-	(15,067)	-100%
Debt Service	-	-	-	-	-	
Capital Outlay	-	-	-	-	-	
Total	\$ 19,023	\$ 15,767	\$ 15,767	\$ 18,407	\$ 2,640	17%

* 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

2012 OPG Admin Fees – Activity budget equals **\$112,297**

Grant support of administration fees.

2012 YWCA of Missoula – Activity budget equals **\$17,000**

This grant will support emergency shelter for homeless families through the Gateway Center Family Shelter, which provides short-term motel vouchers to provide housing for homeless families.

2012 Missoula Food Bank – Activity budget equals **\$16,970**

This grant will support a .5 FTE Warehouse /Driver Assistant and .33 FTE Program Services Assistant to supervise SNAP outreach, and coordinate community outreach efforts.

2012 Garden City Harvest – Activity Budget equals **\$17,000**

This grant is to lease the property at 1657 and 1711 River Road for continued operation of 53 garden plots at the River Road Neighborhood Farm and Community Garden.

2012 WORD – Activity budget equals **\$14,000**

This grant is the...

2012 homeWORD – Activity budget equals **\$10,500**

This grant is the acquisition and construction of the Solstice Apartments.

FY 2012 Poverello Public Service – Activity budget equals **\$8,752****FY 2012 City Parks and Recreation** – Activity budget equals **\$71,000****FY 2012 Poverello Facility Repair** – Activity budget equals **\$49,747****2012 Partnership Health Center** – Activity budget equals **\$420,000**

This grant will support the Partnership Health Center in the City.

2012 RAMP – Activity budget equals **\$28,000**

This grant will support the purchase and installation of modular aluminum wheelchair ramps for low- to moderate-income seniors or people with disabilities who have limited mobility and are in need of improved accessibility in their homes.

FINANCIAL SUMMARY

Budget by Object of Expenditure Category	Actual FY 2011	Amended FY 2012	Actual * FY 2012	Adopted FY 2013	Increase (Decrease)	Percent Change
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	
Supplies	-	-	-	-	-	
Purchased Services	86,308	140,000	82,772	112,297	(27,703)	-20%
Miscellaneous	326,981	1,255,189	783,016	652,969	(602,220)	-48%
Debt Service	-	-	-	-	-	
Capital Outlay	-	-	-	-	-	
Total	\$ 413,289	\$ 1,395,189	\$ 865,788	\$ 765,266	\$ (629,923)	-45%

* Un-audited numbers

Fund Description

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

Activities & Objectives

OPG Admin Fees – Activity budget equals **\$34,281**

Grant support of administration fees.

FY12 DISTRICT XI HUMAN RESOURCE COUNCIL – Activity budget equals **\$ 323,700**

This grant is to support first-time homebuyer assistance.

FY13 MISSOULA HOUSING AUTHORITY PALACE APT – Activity budget equals **\$ 200,000**

This grant is for the rehabilitation of the Palace Apartments on Broadway and Ryman.

FY13 CONTINGENCY – Activity budget equals **\$ 109,686**

FINANCIAL SUMMARY

Budget by Object of Expenditure Category	Actual FY 2011	Amended FY 2012	Actual * FY 2012	Adopted FY 2013	Increase (Decrease)	Percent Change
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	
Supplies	-	-	-	-	-	
Purchased Services	26,346	60,000	25,081	-	(60,000)	-100%
Miscellaneous	559,095	1,107,050	209,695	777,353	(329,697)	-30%
Debt Service	-	-	-	-	-	
Capital Outlay	-	-	-	-	-	
Total	\$ 585,441	\$ 1,167,050	\$ 234,776	\$ 777,353	\$ (389,697)	-33%

* 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 2011	Amended FY 2012	Actual * FY 2012	Adopted FY 2013	Increase (Decrease)	Percent Change
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	
Supplies	-	-	-	-	-	
Purchased Services	-	12,846	-	33,811	20,965	163%
Miscellaneous	-	-	-	-	-	
Debt Service	-	-	-	-	-	
Capital Outlay	-	-	-	-	-	
Total	\$ -	\$ 12,846	\$ -	\$ 33,811	\$ 20,965	163%

* Un-audited numbers

Fund Description

The purpose of Neighborhood Stabilization Program (NSP) Fund is to acquire foreclosed, vacant or abandoned residential properties in the City of Missoula and redevelop them into affordable housing or other community enhancements.

Activities & Objectives

The NSP grant is being used as partial funding to acquire property at 1311 E. Broadway, demolish the structures on that land, and construct 115 units of rental housing, most of which will be designated for low- and moderate income households in the City of Missoula.

FINANCIAL SUMMARY

Budget by Object of Expenditure Category	Actual FY 2011	Amended FY 2012	Actual * FY 2012	Adopted FY 2013	Increase (Decrease)	Percent Change
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	
Supplies	-	-	-	-	-	
Purchased Services	885,815	7,998,487	7,998,487	1,060,000	(6,938,487)	-87%
Miscellaneous	-	-	-	-	-	
Debt Service	-	-	-	-	-	
Capital Outlay	-	-	-	-	-	
Total	\$ 885,815	\$ 7,998,487	\$ 7,998,487	\$ 1,060,000	\$ (6,938,487)	-87%

* 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 \$640,799

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.

University Crosswalks – Activity budget equals \$250,000

The University of Montana has requested the use of CTEP (Community Transportation Enhancement Program) funds to install enhanced crosswalks at four locations:

- Arthur and University - raised intersection with improved lighting.
- Beckwith and Maurice - raised intersection with improved lighting.
- South Avenue and Ronald - raised crosswalk.
- Arthur and Eddy - raised crosswalk.

This project was nominated through the Long-range Transportation Plan and Transportation Improvement Program.

Rattlesnake Creek/Broadway Crossing – Activity budget equals \$420,000

The proposed project is to install a pedestrian and bicycle bridge across Rattlesnake Creek, construct a trail from the Rattlesnake Creek bridge to Van Buren Street, improve pedestrian and bicycle facilities on Van Buren Street to Front Street, and improve safety and operations at the Van Buren Street and East Broadway Street intersection. The project enhances existing Rattlesnake neighborhood access to the University of Montana with improved safety and multi-modal facilities. The project is funded 100% by a federal grant.

FINANCIAL SUMMARY

Budget by Object of Expenditure Category	Actual FY 2011	Amended FY 2012	Actual * FY 2012	Adopted FY 2013	Increase (Decrease)	Percent Change
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	
Supplies	-	-	-	-	-	
Purchased Services	-	-	-	-	-	
Miscellaneous	-	-	-	-	-	
Debt Service	-	-	-	-	-	
Capital Outlay	439,447	1,567,520	427,224	2,072,988	505,468	32%
Total	\$ 439,447	\$ 1,567,520	\$ 427,224	\$ 2,072,988	\$ 505,468	32%

* Un-audited numbers

Fund Description

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

Activities & Objectives

Wapikiya Neighborhood Council - Activity budget equals **\$ 1,570**

This is a carryover of funds from FY05 for the Wapikiya Neighborhood council.

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.

Traffic Safety Grants (Seat Belts and Capital Outlay) - Activity budget equals **\$25,000**

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.

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.

Drug Task Force Grant (HIDTA) - Activity budget equals **\$215,825**

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.

ICAC Grant- Activity budget equals **\$ 118,511**

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.

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.

COPS Technology and COPS Technology X2 – Activity budget equals **\$1,043,592**

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.

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 **\$943,000**

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.

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.

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.

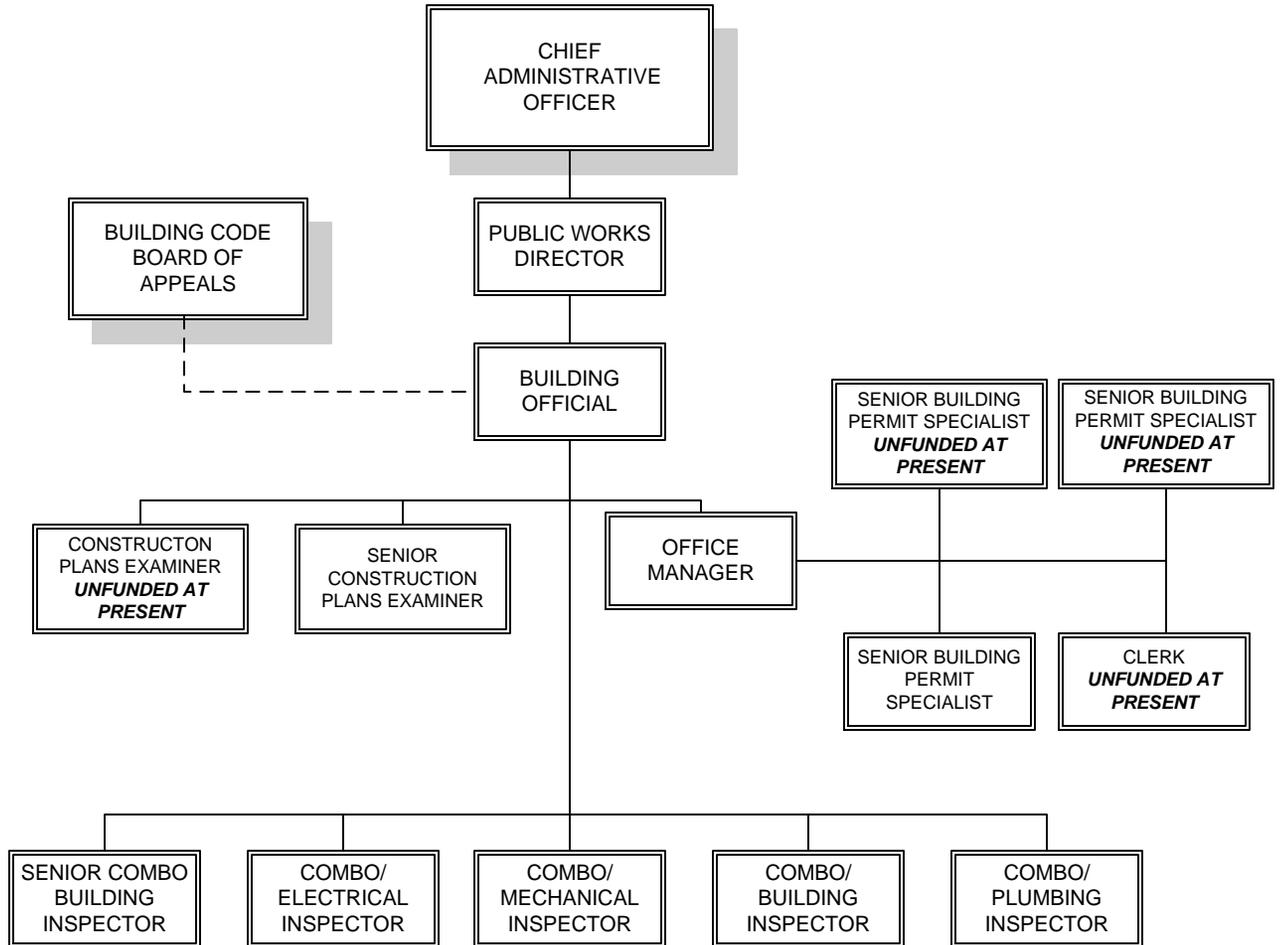
FINANCIAL SUMMARY

Budget by Object of Expenditure Category	Actual FY 2011	Amended FY 2012	Actual * FY 2012	Adopted FY 2013	Increase (Decrease)	Percent Change
Personal Services	\$ 622,625	\$ 865,396	\$ 698,557	\$ 167,084	\$ (698,312)	-81%
Supplies	28,544	146,919	45,955	60,401	(86,518)	-59%
Purchased Services	499,821	322,063	267,861	129,301	(192,762)	-60%
Miscellaneous	364,624	2,431,999	1,388,454	1,100,265	(1,331,734)	-55%
Debt Service	-	-	-	-	-	-
Capital Outlay	19,411	1,093,320	73,304	1,068,414	(24,906)	-2%
Total	\$ 1,535,025	\$ 4,859,697	\$ 2,474,131	\$ 2,525,465	\$ (2,334,232)	-48%

* Un-audited numbers



Building Inspection Division



Program Description

The Building Inspection Division of the Public Works 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 2011	Amended FY 2012	Actual * FY 2012	Adopted FY 2013	Increase (Decrease)	Percent Change
Personal Services	\$ 592,320	\$ 621,725	\$ 610,063	641,525	\$ 19,800	3%
Supplies	20,219	23,882	22,613	22,675	\$ (1,207)	-5%
Purchased Services	56,716	70,952	47,672	69,490	\$ (1,462)	-2%
Miscellaneous	196,987	186,871	199,364	213,454	\$ 26,583	14%
Debt Service	-	-	-	364,000	\$ 364,000	
Capital Outlay	-	123,591	93,986	3,500	\$ (120,091)	-97%
Total	\$ 866,242	\$ 1,027,021	\$ 973,697	\$ 1,314,644	\$ 287,623	28%

* Un-audited numbers

STAFFING SUMMARY

Title	Actual FY 2010	Actual FY 2011	Actual FY 2012	Adopted 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	-	-	-	-
Total	13.00	9.00	9.00	9.00

STAFFING SUMMARY

Title	Actual FY 2010	Actual FY 2011	Actual FY 2012	Adopted 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	-	-	-	-
Total	13.00	9.00	9.00	9.00

2013 Budget Highlights

New Operating Requests Funded:

- New request to pay the Building Division's portion of the up-front costs of Accela Automation conversion.
 - o Total request of \$364,000
- New request of five new desktop computers to replace existing out of warranty computers.
 - o Total request of \$3,500

 Performance Measures & 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) w ithin on working day .	100%	100%	100%	100%
2 . Make inspections to ensure code compliance w ith 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 w ithin 5 days	94.0%	93.0%	95.0%	95.0%
3 . Review multi-family, commercial & instustrial w ithin 10 days	90.0%	91.0%	96.0%	96.0%
4 . Number of plans w ithdraw n	16	19	17	15