CITY OF LIVINGSTON

CAPITAL IMPROVEMENT PLAN (CIP)

Fiscal Years 2016 – 2020

CITY COMMISSION

James Bennett, Chairman
Dorel Hoglund, Vice Chairman
Mel Friedman
Jon Reddington
Adam Stern

CITY MANAGER

Ed Meece

www.livingstonmontana.org

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OVERVIEW

This Plan represents the 5th annual update of the City of Livingston's fully-funded five-year Capital Improvement Plan (CIP). Most Capital Improvement Plans focus only on facilities, construction projects and infrastructure needs, which are either beyond the government's ability to pay or are dependent upon politically-charged voter approved bond issues, special districts, loans, or grants. As a result, most Capital Improvement Plans simply review the government's "wish lists" and end up on the shelf gathering dust.

In contrast, this Capital Improvement Plan includes all capital purchases of $5,000 or more. Thus, this CIP is operational in nature. The intention of this CIP is to provide a "blueprint" of the city's capital spending for the next five years. This CIP includes a 5-year historical financial analysis as well as a 5-year financial forecast for all funds which have capital expenditure implications. **The historical financial analysis and financial projections enabled the capital needs of the city to be reconciled with the city's financial capabilities.**

The CIP development process is discussed in detail in the following section. Nevertheless, it is important to highlight some of the elements of this process, which differentiate this CIP development process from nearly all others. A collaborative team approach was used to create this Capital Improvements Plan. The team consisted of the City Commission, the City Manager, and department managers and their staff. A 5-year historical analysis was prepared for each fund that had capital expenditure implications. A 5-year financial forecast, which included department's capital requests, was also prepared. Both of these analyses were incorporated in a computer model and were shown on a computer screen to the City Commission. This computer model allowed the Commission to make changes to the plan and instantly see the results.

The City of Livingston no longer finds itself simply reacting to capital requests on a year by year basis, but actually finds itself being proactive in its annual budgeting process for its capital expenditure needs. This CIP has an added benefit of providing a "jump start" to the annual budgeting process, as financial projections have already been made. These projections will obviously have to be updated and refined as the year progresses. However, the CIP projections will provide a yard-stick by which to gauge the development of future annual budgets. Finally, the CIP will result in all of the players in the budget process to begin looking long-term with respect not only to their capital needs, but to the overall financial health and condition of all city funds.

From the outset, every effort was made to make this Capital Improvement Plan a standard for all Capital Improvement Plans that will follow. A key ingredient to the process was the broad-based involvement and active participation from all levels. Every department of the city, that had capital improvement needs, was included in the process. No constraints were placed on the departments, other than the fact that they were encouraged to be reasonable in their requests. Department managers were allowed and encouraged to include their support staff. Public workshops were held to enable the public and the media the opportunity to hear and review the requests of the various departments and to participate, should they choose. The development of this CIP created an appreciation by departments for each others' needs, as well as recognition by the departments of the constraints the City Commission and the Administration face when it comes to balancing the city's budget, while keeping the economic burden, on local taxpayers and ratepayers, as affordable as possible.

THE CIP - ALL FUNDS

The CIP includes $10,658,623, of scheduled capital improvements over the course of the next five years. Listed below is a schedule depicting the city's equipment and projects capital improvements, by fund, over the course of the next five years.

CAPITAL IMPROVEMENT PLAN
Fiscal Years 2016 - 2020

	Year 1 FY 2016	Year 2 FY 2017	Year 3 FY 2018	Year 4 FY 2019	Year 5 FY 2020	Total	Not Scheduled
General Fund	$ 251,262	$ 235,643	$ 282,940	$ 235,865	$ 201,279	$ 1,206,989	$ 6,853,447
						-	
Special Revenue Funds:							
Communications & Dispatch	50,000	10,000	-	-	-	60,000	450,000
County Administered State 9-1-1 Funds	32,849	42,849	32,849	32,849	42,849	184,244	200,000
Impact Fees						-	
Transportation	51,000	51,000	40,000	40,000	40,000	222,000	-
Police	-	-	-	-	-	-	-
Fire/EMS	47,500	-	-	-	-	47,500	-
Parks/Recreation	5,000	5,000	5,000	5,000	5,000	25,000	-
Light Maintenance	70,000	60,000	60,000	70,000	70,000	330,000	-
Street Maintenance	410,750	444,500	636,000	360,000	360,000	2,211,250	1,097,053
Library Fund	-	-	-	-	-	-	-
Total Special Revenue Funds	**$ 667,099**	**$ 613,349**	**$ 773,849**	**$ 507,849**	**$ 517,849**	**$ 3,079,994**	**$ 1,747,053**
Capital Improvement Funds							
Library Capital Improvement Fund	-	-	-	-	-	-	-
Railroad Crossing Levy	218,521	-	-	-	-	218,521	-
Total Capital Improvement Funds	**$ 218,521**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 218,521**	**$ -**
Enterprise Funds							
Water Fund	449,450	366,000	482,667	446,000	452,667	2,196,784	27,991,500
Water Impact Fees	71,000	61,000	21,000	21,000	21,000	195,000	-
Sewer Fund	334,950	452,600	301,000	260,000	290,000	1,638,550	618,700
Sewer Impact Fees	-	260,000	-	40,000	-	300,000	-
Solid Waste Fund	182,950	345,000	296,230	331,513	342,743	1,498,437	328,389
Ambulance Fund	182,900	36,449	-	-	105,000	324,349	-
Total Enterprise Funds	**$ 1,221,250**	**$ 1,521,049**	**$ 1,100,897**	**$ 1,098,513**	**$ 1,211,410**	**$ 6,153,120**	**$ 28,938,589**
Total All Funds	**$ 2,358,131**	**$ 2,370,041**	**$ 2,157,686**	**$ 1,842,227**	**$ 1,930,538**	**$ 10,658,623**	**$ 37,539,089**

Following sections of this plan include schedules detailing each specific capital item included in the summary shown above. Project write-up sheets, prepared by each department, provide the written justification for capital items included in the plan.

This Capital Improvements Plan includes projected increases is the ciy's fee based funds. Listed below is a summary of the average projected monthly fee increases for the following funds: Light Maintenance, Street Maintenance, Water Fund, Sewer Fund, and Solid Waste Fund. This table does not include changes in the city's General Fund or the Ambulance Fund, since these are not monthly fees assessed against residents.

SUMMARY OF PROJECTED MONTHLY RESIDENT COST INCREASES
FEE BASED FUNDS
Fiscal Years 2016 - 2020

	Year 1 FY 2016	Year 2 FY 2017	Year 3 FY 2018	Year 4 FY 2019	Year 5 FY 2020
Average Monthly Residential Fee Increases by Fund					
Light Maintenance	$ -	$ -	$ -	$ -	$ -
Street Maintenance	0.57	0.60	0.62	0.32	0.33
Water Fund	0.80	0.82	0.56	0.57	0.59
Sewer Fund	0.78	0.80	0.81	0.83	0.84
Solid Waste Fund	0.35	0.36	0.37	0.38	0.38
TOTAL MONTHLY COST INCREASE	**$ 2.50**	**$ 2.57**	**$ 2.36**	**$ 2.10**	**$ 2.14**

SUMMARY OF PROJECTED RESIDENTIAL PERCENTAGE INCREASES
FEE BASED FUNDS
Fiscal Years 2016 - 2020

	Year 1 FY 2016	Year 2 FY 2017	Year 3 FY 2018	Year 4 FY 2019	Year 5 FY 2020
Average Monthly Residential Fee Increases by Fund					
Light Maintenance	0.0%	0.0%	0.0%	0.0%	0.0%
Street Maintenance	4.0%	4.0%	4.0%	2.0%	2.0%
Water Fund	3.0%	3.0%	2.0%	2.0%	2.0%
Sewer Fund	2.0%	2.0%	2.0%	2.0%	2.0%
Solid Waste Fund	2.0%	2.0%	2.0%	2.0%	2.0%

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THE CIP DEVELOPMENT PROCESS

The CIP development process consisted of the following steps and phases:

- **"The Kickoff"**

  An informational meeting was held with the City Manager, department managers and their staff, and the finance department. The purpose of the meeting was to explain the CIP and associated timelines, the CIP criteria, roles and responsibilities of each team member, and public involvement.

  It was explained that the CIP will identify the city's future capital improvement needs, help set priorities, assess available funding, and determine which capital improvements will be able to be funded over the course of the next five years. The recommended CIP will be presented to the City Commission for their approval at a public hearing.

- **The Needs Assessment Phase**

  Department managers and their staff are best able to determine their own needs. Thus, departments were asked to assess their future capital improvement needs and prepare a Project Description Request Form for each capital item they are requesting. The Project Descriptions were brief; nevertheless, they contained the necessary information that would allow for an objective prioritization of the capital equipment and projects. The Needs Assessment phase continued throughout the first two months.

  The Needs Assessment was all done electronically and prepared in such a manner that would allow for easy update of the information in future years.

- **The Financial Analysis Phase**

  Concurrent with the completion of the department's Needs Assessment, the finance department prepared a 5-year historical financial analysis of every city fund that had capital improvement plan implications. The historical analysis provided a clear picture of the city's finances and capabilities. A historical financial analysis report was prepared for use by the finance department in the development of the CIP.

  An integrated computer model was also prepared which included 5-year financial projections. The computer model allowed for the incorporation of the department's capital requests to determine whether or not the department's fund had the projected financial capability to support the requested capital items.

- **Departmental Meetings**

  A series of meetings were held with department managers and their staff, the City Manager, and the Finance Department. The department's capital requests were discussed as well as each respective fund's ability to support the requested capital items. The integrated computer model, which was projected on a screen, allowed team members to make changes to the plan and instantly see the results. **In essence, this process involved a reconciliation of the department's capital needs with the city's financial constraints.**

- **Draft CIP**

  Following the department meetings, a draft CIP was prepared and submitted to the City Commission. The draft CIP was also provided to the media and the public through the City's internet site.

- **Public Meeting - Draft CIP**

  The draft CIP was presented to the City Commission at several scheduled work sessions. All of the steps in the CIP process were again explained. Each and every department manager was prepared to explain to the City Commission their portion of the Capital Improvement Plan. The integrated computer model was projected on a computer screen to enable the City Commission and the audience to see instantly see the results of the changes.

- **Final CIP Distribution**

  The Final CIP was presented to the City Commission, all departments, and the media. The entire CIP document will be available on the city's website or in PDF format.

GENERAL FUND FINANCIAL ANALYSIS

FUND DESCRIPTION

The general fund is used to account for all financial resources of the City, except for those required to be accounted for in another fund. The general fund supports such basic services as the City Commission, City Court, City Manager, Finance, Planning, City Attorney, Police, Fire, Building, Roaming Crew, Recreation, & Animal Control.

Major revenue sources to the general fund include: property taxes, business licenses, building permits, state entitlement, fines and forfeitures, and investment earnings.

KEY REVENUE ASSUMPTIONS:

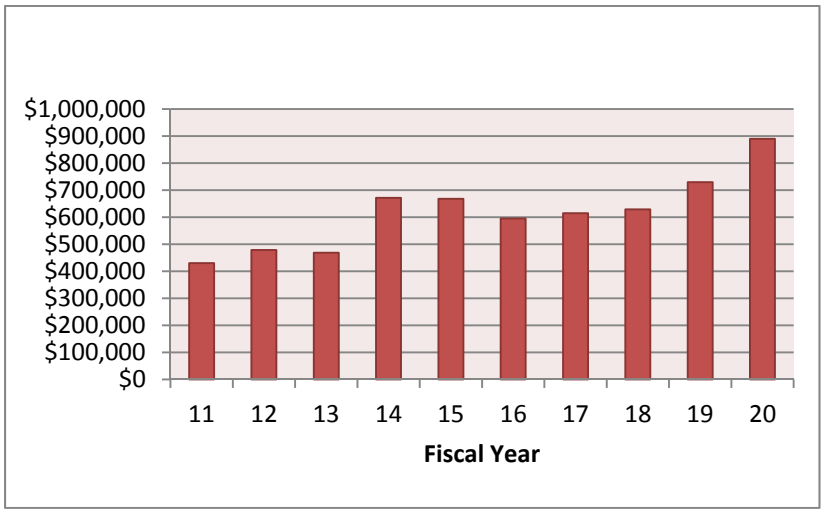
- General revenues are estimated to increase 2% per year.
- Property taxes are estimated to increase 2% per year.
- Entitlement is projected to increase 3.5% per year for the first year and 3% for every year thereafter.

KEY EXPENDITURE ASSUMPTIONS:

- Personnel Costs are projected as follows:
    - Fire Salaries, 3% for FY 16 and 2% for FY 17 through FY 20. This is consistent with negotiated contract.
    - For all other employees, personnel costs have been estimated at 2% for each of the 5 years.
- Health Insurance Costs have been increased 3% a year for all for 5 years.
- Operating costs have been increased by an average of 2% per year.

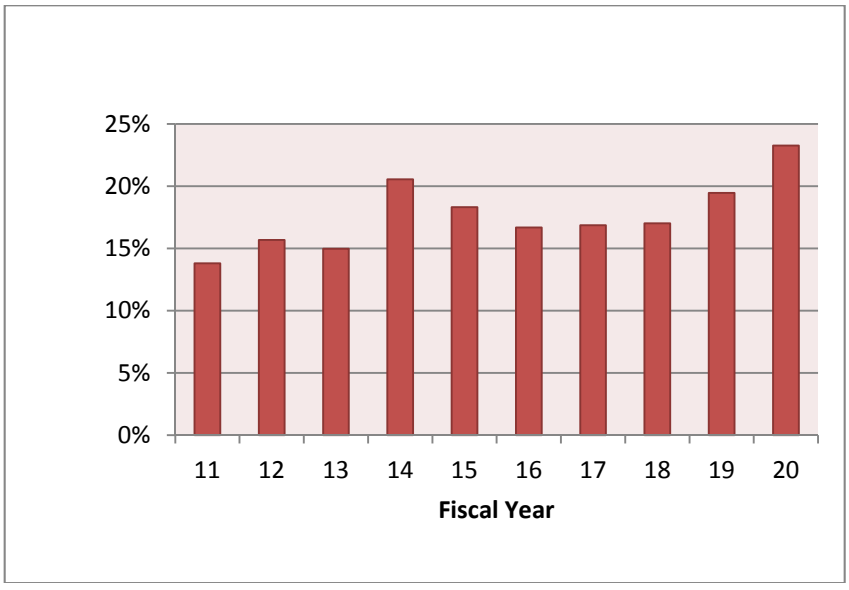
GENERAL FUND - FUND BALANCE

FY 11 – 14 Actual – Current year FY 15 Estimated – FY 16 – 20 Projected



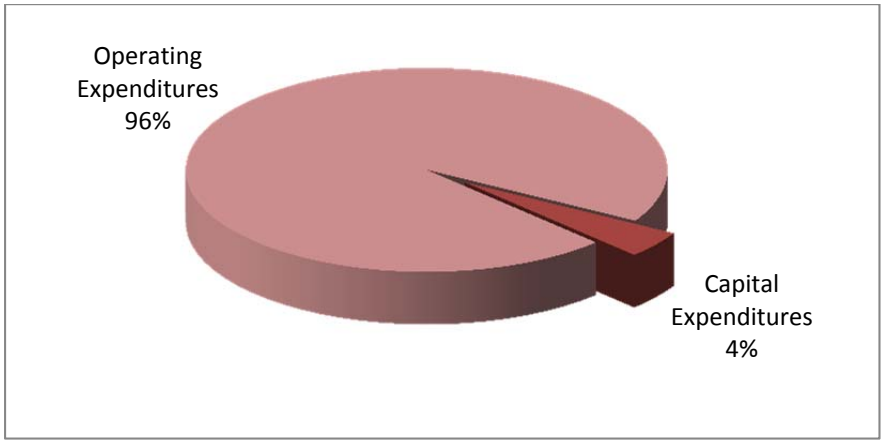
GENERAL FUND BALANCE AS % OF EXPENDITURES

FY 11 – 14 Actual – Current year FY 15 Estimated – FY 16 – 20 Projected



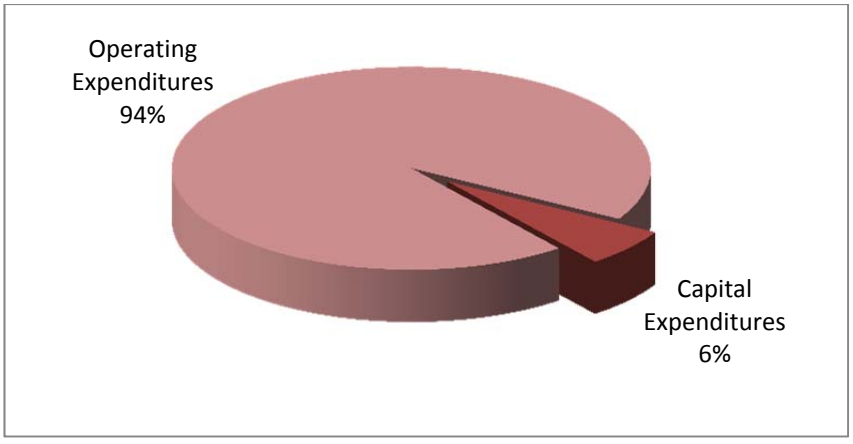
GENERAL FUND - OPERATING & CAPITAL EXPENDITURES

Last five years (FY 11 – FY 15)



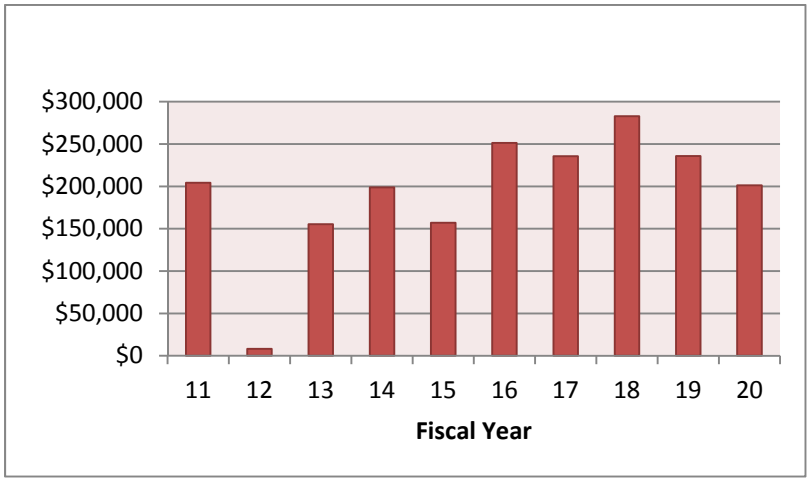
GENERAL FUND - OPERATING & CAPITAL EXPENDITURES

Next five years – C I P (FY 16 – FY 20)



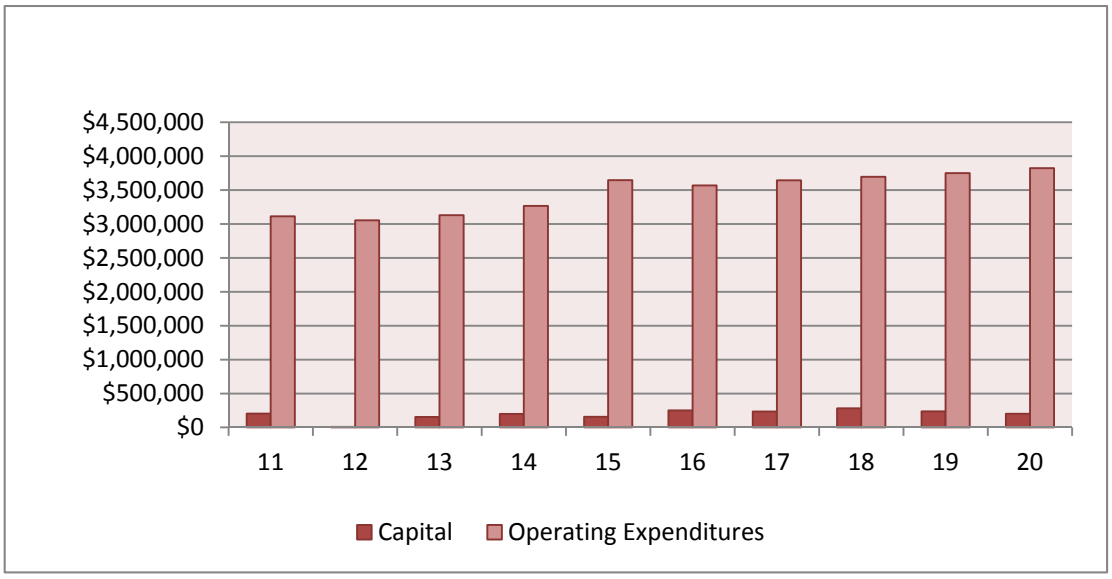
GENERAL FUND - CAPITAL EXPENDITURES

FY 11 – 14 Actual – Current year FY 15 Estimated – FY 16 – 20 Projected



CAPITAL EXPENDITURES VS OPERATING EXPENDITURES

FY 11 – 14 Actual – Current year FY 15 Estimated – FY 16 – 20 Projected



CAPITAL IMPROVEMENT PLAN
GENERAL FUND (1000)
Fiscal Years 2011 - 2015

	FY 2011	FY 2012	FY 2013	FY 2014	Projected FY 2015
Beginning Fund Balance	$ 479,799	$ 429,739	$ 478,702	$ 468,429	$ 671,369
Add:					
Operating Revenues	3,068,787	2,865,680	3,008,223	3,462,971	3,459,548
Transfers In	594,596	643,606	632,433	647,323	805,550
Total Revenues	3,663,383	3,509,285	3,640,656	4,110,294	4,265,098
Subtract:					
Operating Expenditures	3,113,590	3,053,602	3,130,408	3,266,770	3,646,384
Capital Expenditures	204,397	8,250	155,396	198,852	157,107
Transfers Out	395,457	398,453	365,131	441,741	465,286
Total Expenditures	3,713,444	3,460,305	3,650,935	3,907,363	4,268,777

CAPITAL IMPROVEMENT PLAN GENERAL FUND (1000) Fiscal Years 2016 - 2020	Year 1 FY 2016	Year 2 FY 2017	Year 3 FY 2018	Year 4 FY 2019	Year 5 FY 2020
Estimated Beginning Fund Balance	$ 667,689	$ 594,849	$ 614,353	$ 628,579	$ 729,570
Add:					
Operating Revenues	3,457,015	3,536,659	3,618,218	3,701,739	3,787,271
Transfers In	821,661	838,094	854,856	871,953	889,392
Total Revenues	4,278,676	4,374,754	4,473,074	4,573,692	4,676,663
Subtract:					
Operating Expenditures	3,567,981	3,643,842	3,695,103	3,750,890	3,824,358
Capital Expenditures	251,262	235,643	282,940	235,865	201,279
Transfers Out	532,273	475,765	480,805	485,947	491,191
Total Expenditures	4,351,516	4,355,250	4,458,848	4,472,702	4,516,828

CAPITAL IMPROVEMENT PLAN
GENERAL FUND (1000)
Fiscal Years 2016 - 2020

	Year 1 FY 2016	Year 2 FY 2017	Year 3 FY 2018	Year 4 FY 2019	Year 5 FY 2020	Total	Not Scheduled
Equipment							
Legislative							
Resolution Cabinets			$ 3,000			$ 3,000	
Impact Fee Study			2,000			2,000	
Airport Loan	1,103	1,088	1,082	1,056	1,041	5,370	
Finance							
OpenGov	4,500	4,500	4,500	4,500	4,500	22,500	
Administrative Services							
Pool - Diving Board Replace		5,000				5,000	
Communications Social Media - Website		5,000				5,000	
Recreation Assistant - 10 hours addl	-	-	-	-	-	-	38,643
Recreation Assistant - 20 hour pt employee	-	-	-	-	-	-	84,430
Rocky Mountain Tree School Conference Support	1,000					1,000	
Risk Management Budgeting	5,000	5,000	5,000	5,000	5,000	25,000	
Central Stores							
City Domain Controller	6,667		6,933		7,211	20,811	
Switches for ISCSI Environment	6,667		6,933		7,211	20,811	
DataCenter for VM for LE Network	3,333		3,467		3,605	10,405	
VM Support (3 years)	5,358			5,680		11,038	
HVAC Replacements (37% of total cost)	21,846					21,846	
Police							
Vehicles	32,000	33,000	33,000	64,000	33,000	195,000	
Law Enforcement Software	32,858	32,858	32,858	32,858	32,858	164,289	
Balisitic vest replacement ($775 ea)	3,100	5,425	775	775		10,075	
Radio Preventative maintenance	1,000	1,000	1,000	1,000	1,000	5,000	
Department Remodel Furniture	6,000					6,000	
Weapon mounted flashlights						-	1,145
Fire							
P25 Radios		16,449				16,449	
SCBA replacement	8,400	8,568	8,739			25,707	
Turnout Gear - 3 Sets	6,630	6,763	6,898	7,036	7,247	34,574	
Station 2 phase 2			11,433			11,433	
Upstairs Remodel Project	4,400					4,400	
Vehicle Exhaust Removal System	21,900					21,900	
Com Vehicle replacement*			10,000	10,000		20,000	
* Replacing Durango with Police SUV							
Building/Planning							
Remove Drive Through Window	3,000					3,000	
Cemetery							
Compact Vehicle				10,000		10,000	
Lawn Mower ($40K Split b/w water, sewer, & GF)			6,667		6,667	13,334	
Utility Tractor		41,493				41,493	
Loader attachment			4,895			4,895	
Flail Mower attachment		10,000				10,000	
Backhoe attachment for tractor			9,760			9,760	
Add'l FTE in Roaming Crew			48,000	48,960	49,939	146,899	
Pool							
Ladders and handrail	2,500					2,500	
Pool Cover	9,000					9,000	
Parks						-	
Sprinklers	5,000	5,000	10,000	10,000	10,000	40,000	
Bathrooms (Katie Bonnell Park Possible)			11,000	10,000		21,000	10,000
Tennis Courts Maint. split with LSD, LTA & PC					12,000	12,000	
Animal Control							
Pickup Truck	20,000						

CAPITAL IMPROVEMENT PLAN GENERAL FUND (1000) Fiscal Years 2016 - 2020							
	Year 1 FY 2016	Year 2 FY 2017	Year 3 FY 2018	Year 4 FY 2019	Year 5 FY 2020	Total	Not Scheduled
Projects							
Cemetery							
Tree Removal		5,000		5,000		10,000	
Parks							
Bandshell Roof - Moved to SF Fund						-	
Sewer service for Sac Park Bathrooms	17,500					17,500	
Upgrades to Water Recreation Improvements						-	
Park Shop Storage			25,000				
						-	
Parks and Trails Committee Priorities						-	
Area behind Civic Center $	5,000					5,000	
Front Street Trail						-	66,000
O Street to Veterans Bridge Connector						-	25,000
High Ground Improvement						-	73,245
Trail Maintenance						-	
Weed Maintenance Plan						-	
Parks Master Plan (See addl schedules for details*)		5,000	15,000	15,000	15,000	50,000	6,554,984
						-	
Administrative Services						-	
Civic Center Upgrade & Feasibility Study	10,000					10,000	
Floor Repair / Replace Front Entry		17,500				17,500	
Gym Floor Recoating	2,500					2,500	
Pool - Sandblast and Repaint		15,000				15,000	
Renovate Kitchen Area			10,000			10,000	
						-	
Outside Entity Requests						-	
Senior Center - Small Bus/Van						-	12,000
Senior Center - Elevator Upgrade						-	26,627
Senior Center - Upper Floor Insulation						-	9,500
Senior Center - Wellness & exercise program						-	54,642
Livingston Airport - Runway, Apron, & Taxiways Rehab		7,000				7,000	
Prospera - Yearly Support	5,000	5,000	5,000	5,000	5,000	25,000	
Total Equipment + Projects	**251,262**	**235,643**	**282,940**	**235,865**	**201,279**	**1,161,989**	**6,853,447**

CAPITAL IMPROVEMENT PLAN
GENERAL FUND (1000)
Fiscal Years 2016 - 2020

	Completed FY 2013-2015	Year 1 FY 2016	Year 2 FY 2017	Year 3 FY 2018	Year 4 FY 2019	Year 5 FY 2020	Total	Not Scheduled
Parks Master Plan								
Sacajawea Park								
New Parking Area Tennis Courts							-	91,800
Asphalt Overlay							-	52,500
Perimeter Sidewalk							-	82,500
Replace Tennis Courts							-	383,045
Site Amenities Replacement							-	20,000
New Fall Surface - Pompey's							-	5,700
Perimeter Parking							-	49,000
Park Signage	$ 5,000						-	-
Remove Outbuildings							-	84,000
Remove Old Playgrounds	3,000						-	-
Update Gazebo							-	5,000
Update Kiwanis Picnic Shelter							-	12,500
Reduce Horseshoe Pit Number							-	500
Replace Traffic Island							-	20,000
New Concession/Restroom Building							-	136,500
New Picnic Viewing Shelter							-	30,000
Remove Wading Pool	4,000						-	-
Design & Engineering							-	97,585
Water Plant Park & Riverside Park								
Delineate On-Street Parking							-	1,050
New Parking Area							-	16,800
Upgrade Boat Ramp End							-	5,000
New Sidewalk - Concrete							-	18,000
New Restroom							-	82,250
New Picnic Shelter							-	18,000
New Trees							-	2,000
Remove Gravel Lot							-	2,250
Park Signage							-	1,000
Interpretive Signage							-	6,000
Upgrade Benches & Picnic Tables							-	3,200
New marked Crossing							-	1,200
Resurface Existing Trail							-	1,400
Re-grade/Reseed Playing Surface							-	3,000
Ice Rink	300						-	-
Design & Engineering							-	15,910
Total	**12,300**	**-**	**-**	**-**	**-**	**-**	**-**	**1,247,690**

CAPITAL IMPROVEMENT PLAN
GENERAL FUND (1000)
Fiscal Years 2016 - 2020

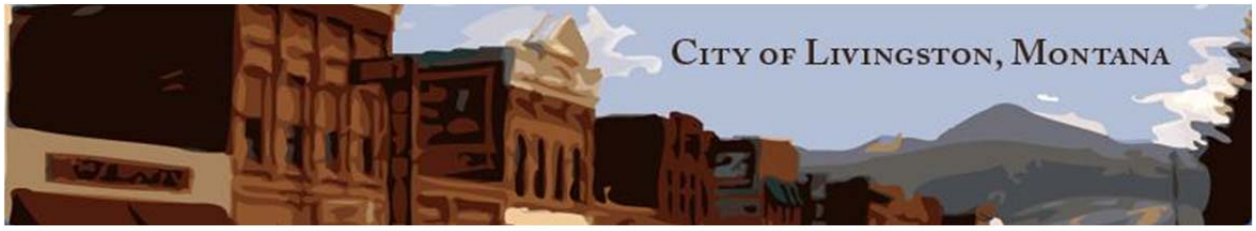
	Completed FY 2013-2015	Year 1 FY 2016	Year 2 FY 2017	Year 3 FY 2018	Year 4 FY 2019	Year 5 FY 2020	Total	Not Scheduled
Parks Master Plan								
Miles Park Lagoon								
New Perimeter Sidewalk	25,000						-	-
New Curb & Gutter	30,000						-	-
Remove Skate Park							-	500
Remove City Maintenance Yard	1,000						-	-
New Angled Parking (Farmer's Mkt)	26,880						-	-
New Parking Area	144,480						-	-
New Skate Park							-	120,000
New BMX Park							-	10,000
Design & Engineering							-	32,386
Miles Park Athletic Complex								
New Concrete Walks							-	93,750
New Fencing							-	246,166
New Shade Trees	6,000						-	-
New Shade Structure							-	12,000
New Picnic Shelter							-	18,000
Updated Lighting System							-	450,000
Updated Restrooms/Changing Area							-	200,000
New Asphalt Drive Surface							-	65,000
New Sidewalk							-	25,000
New Parking Area - Base/Asphalt							-	44,000
Design & Engineering							-	115,092
Moja Park @ Mayor's Landing								
New Parking Area							-	74,750
New Asphalt Drive Surface							-	96,000
New Concrete Sidewalks							-	15,000
Upgrade Boat Ramp - Floating Dock							-	12,000
Upgrade Turn Around							-	73,400
New Restroom							-	80,000
New Picnic Shelter							-	18,000
Future Trail Connection							-	30,000
New Levee Trail	30,000						-	-
Pedestrian Lights/Solar							-	24,000
Design & Engineering							-	47,840
Depot Park								
Improved Pedestrian Crossing							-	5,500
New Benches/Trash/Picnic Tables							-	24,600
Trail Expansion Post Intersection							-	51,000
Total	263,360	-	-	-	-	-	-	1,983,984

CAPITAL IMPROVEMENT PLAN
GENERAL FUND (1000)
Fiscal Years 2016 - 2020

	Completed FY 2013-2015	Year 1 FY 2016	Year 2 FY 2017	Year 3 FY 2018	Year 4 FY 2019	Year 5 FY 2020	Total	Not Scheduled
Parks Master Plan								
North Side Park								
Trail Connect - Mars/Bozeman Trl							-	60,000
Trail Connect to High Ground							-	30,000
Jack Weimer Memorial Park								
Move Playing Field/Seeding/Irrigation							-	25,000
New Fencing							-	50,340
New Dugouts							-	36,000
New Bullpen							-	25,500
New Outfield Wall - 16' Tall Fence							-	48,060
New Screen Fence - Nylon							-	4,320
New Parking Area							-	18,600
New Sidewalk/Integral Curb							-	31,500
New Entry Plaza							-	30,000
New Trees	3,000						-	-
New Shelter							-	18,000
Additional Bleachers							-	12,000
Existing Batting Cage							-	500
Maintenance Shed							-	4,500
Design & Engineering							-	30,232
Mars Park								
New Parking Area							-	4,290
New Play Area							-	46,000
New Play/Fall Surface							-	9,200
Remove Old Play Equipment to Storage	2,500						-	-
New Sidewalk Extension							-	24,400
New Picnic Shelter	12,000						-	-
New Pedestrian Lights/Solar							-	24,000
Reseed Grass Area							-	9,000
New Irrigation							-	10,500
New Trees	2,000						-	-
Design & Engineering							-	11,144
High ground Public Use Area								
Survey All Properties							-	12,000
Stake and Set Permanent Boundaries							-	1,000
Trail Connection to Green Acres							-	30,000
Interpretive Nature Trail							-	25,900
Design & Engineering							-	4,345
Total	19,500	-	-	-	-	-	-	636,331

CAPITAL IMPROVEMENT PLAN
GENERAL FUND (1000)
Fiscal Years 2016 - 2020

	Completed FY 2013-2015	Year 1 FY 2016	Year 2 FY 2017	Year 3 FY 2018	Year 4 FY 2019	Year 5 FY 2020	Total	Not Scheduled
Parks Master Plan								
Katie Bonnell Park								
New Parking Area							-	9,400
New Asphalt Drive Surface							-	48,000
New Sidewalks							-	22,500
New Crossing							-	2,000
Remove all Existing Structures							-	5,000
New Picnic Shelter							-	20,000
New Restroom							-	36,000
New Perimeter Trees							-	3,800
Historic Playground							-	18,800
Basketball Courts (2)	95,320						-	-
Design & Engineering							-	25,202
Mike Webb Park								
Asphalt Drive	63,990						-	-
New Parking Area	31,320						-	-
New Sidewalk							-	35,000
New Play Area	48,400						-	-
New Picnic Shelter							-	18,000
New Turn Around	19,840						-	-
New Woodland Trail	3,000						-	-
Over-seed Open space	1,500						-	-
Update Restroom Building	54,000						-	-
New Natural Playscape Area							-	15,000
Splash Park	152,289						-	147,305
Remove Existing Backstop Fence							-	1,000
Remove Existing Basketball Court	500						-	-
New Trees							-	2,000
Existing Vault Toilet - Add Walk							-	1,000
Design & Engineering							-	42,205
Reservoir Park								
New Parking Area							-	46,680
New Perimeter Sidewalk							-	28,750
New Picnic Shelter							-	18,000
New Play Area							-	50,000
Off-Leash Dog Park - 6' Fence							-	38,750
New Benches/Trash							-	2,400
Community Gardens							-	38,500
Equipment/Tool Shed							-	15,000
Vault Toilet							-	20,000
Design & Engineering							-	21,373
Trails Improvements								
Sacajawea/Mayors Landing Levee Trail							-	80,030
Shared Roadway Connectors							-	5,000
Front Street Trail							-	65,944
KPRK Trail							-	88,459
City Water Plant Trail							-	21,800
Sacajawea/Mayors River Connection							-	86,900
Mayors Landing-Meyers View Trail Bridge							-	900,000
Livingston Ditch Trail							-	529,425
Design & Engineering							-	177,756
Total	**470,159**	**-**	**-**	**-**	**-**	**-**	**-**	**2,686,979**



Project Name: Resolution Cabinets

Department: Legislative

Cost: $3,000

Scheduled: FY 18

Source of Funding: General Fund

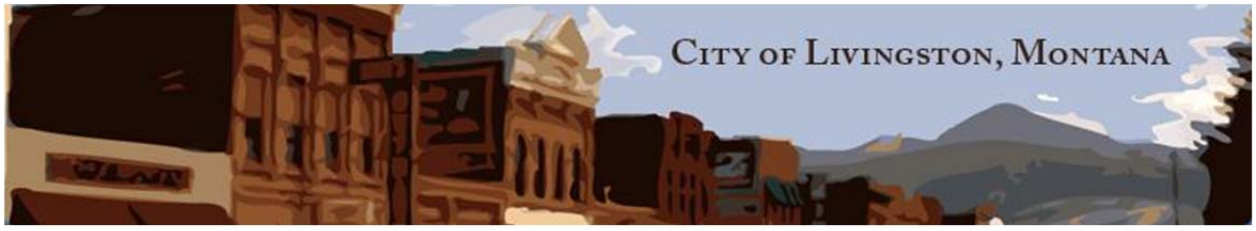
Project Description and Justification:

The Clerk's office stores permanent copies of resolutions and ordinances, as adopted by the Livingston City Commission within the vault in the City Finance Office. The documents are stored in resolution cabinets which can hold approximately 1,500 documents. We are close to reaching the capacity of the remaining drawers and will need additional space within the next few years.

Alternatives: Store documents in an alternative cabinet or storage boxes.

Advantages of Approval: While all documents are stored electronically as well as in physical form, having the room to store and easily locate these documents allows us to assist citizens and other interested parties in locating these important documents with ease.

Impact on Future Operating Budgets: None.



Project Name: Impact Fee Study

Department: Legislative

Cost: $2,000

Scheduled: FY 18

Source of Funding: General Fund

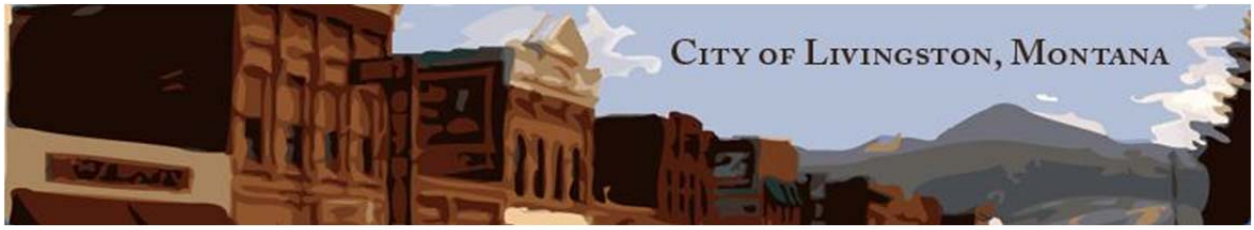
Project Description and Justification:

The City of Livingston is required to update the Impact Fee Study every two years. The study is scheduled to be updated in FY 2015, resulting in the next update to begin in FY 2018. The total cost for this project is approximately $16,000 and is split between the General Fund, Water, Sewer, and Street Maintenance Funds.

Alternatives: Failure to update this study would result in a violation of state law.

Advantages of Approval: Updating this study with the most recent estimations for system improvements ensures that the City is charging the most accurate rate for impact of new building on the individual systems.

Impact on Future Operating Budgets: None.



Project Name: Airport Loan

Department: Legislative

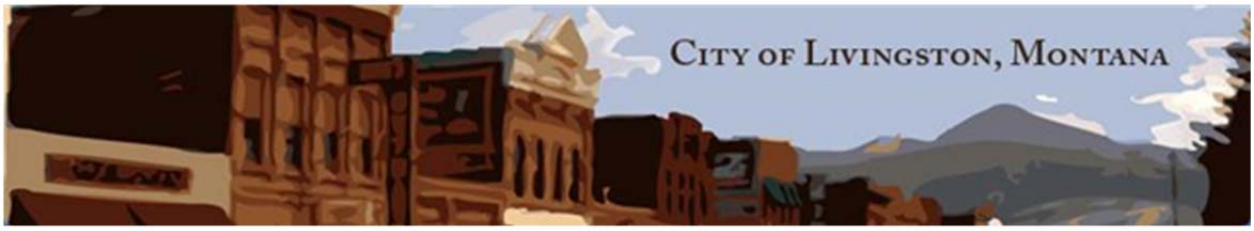
Cost: $1,075 (average yearly cost)

Scheduled: FY 16-20

Source of Funding: General Fund

Project Description and Justification:

The Livingston City Commission approved the payment of the airport runway improvement loan. This is a 10 year loan. While not specifically a capital item, it was included to properly project ongoing costs.



Project Name: **OpenGov Software**

Department: **Finance**

Cost: **$4,500/year**

Scheduled for: **2016**

Source of Funding: **General Fund**

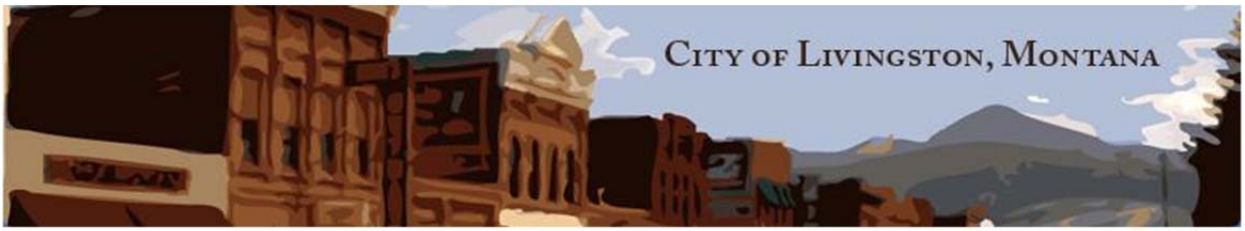
Project Description and Justification: With more stakeholders interested in the financial data than ever before, the finance department finds itself often accessing duplicate data a number of times a week. Dozens of reports are prepared, and published by the finance department every year. The constituents of the City of Livingston deserve to be able to access the most accurate and relevant data for their needs when they need it, not just when we are available for them.

OpenGov offers the most intuitive way to share financial data with our stakeholders. Constituents will see where revenues derive from, how the funds are distributed, and the goods and services provided for the City of Livingston.

Alternatives: Continue to have the be the sole source of finance department respond to commissioner, board member, media and citizen requests for financial information.

Advantages of Approval: With current year and historical financial information readily available, city staff can save hundreds of hours in gathering, formatting, and reporting data. City commissioners and other policy-makers have the information they need to foster insights and improve decisions.

Impact on Future Operating Budgets: A yearly service fee of $4,500 will increase the operating budget.



Project: Replacement of Pool Diving Board

Department: Administrative Services

Cost: $5,000

Scheduled: FY 17

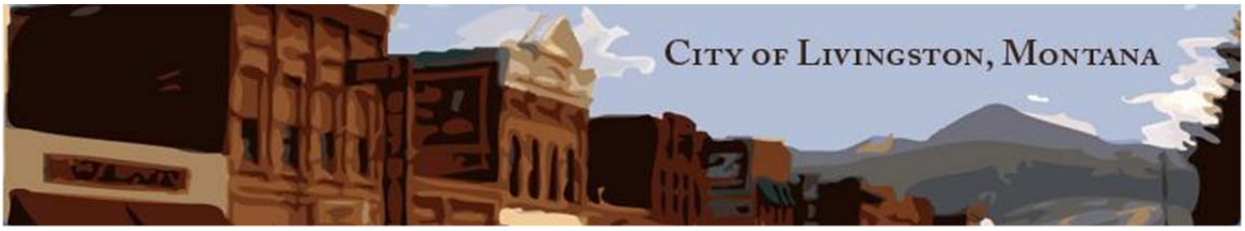
Source of Funding: General Fund

Project Description and Justification: As part of a larger effort to improve the municipal swimming pool, the replacement of the diving board provides for greater safety and enjoyment of the Livingston Swimming Pool.

Alternatives: To not replace the diving board, the City runs the risk of injury or emergency, non-budgeted replacement of this piece of equipment.

Advantages of Approval: Increases the safety for the citizens who enjoy the municipal pool.

Impact on Future Operating Budgets: None.



Project: Communications Social Media Website

Department: Administrative Services

Cost: $5,000

Scheduled: FY 17

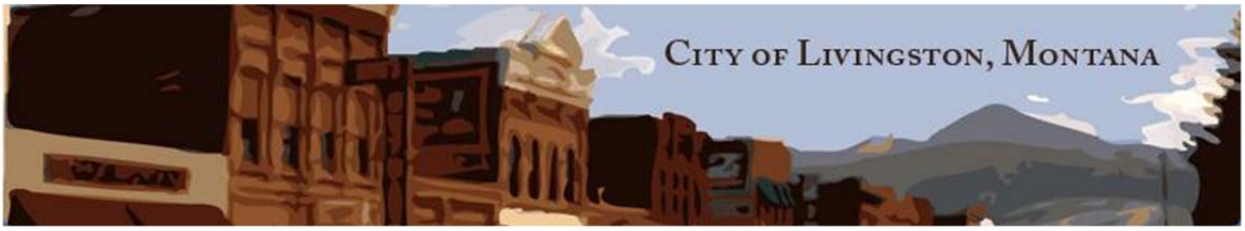
Source of Funding: General Fund

Project Description and Justification: The current City of Livingston website was launched over 7 years ago. The website remains an information hub for both citizens as well as employees. The amount of data on the website continues to climb as the City strives for greater transparency. The amount requested would allow us to update and improve the existing website to allow easier navigation and greater storage capabilities.

Alternatives: Leave the website as is.

Advantages of Approval: Increases the ease at which visitors can navigate the pages and allows greater transparency to City operations

Impact on Future Operating Budgets: None at this time.



Project: Risk Management Training

Department: Administrative Services

Cost: $5,000/year

Scheduled: FY 16-20

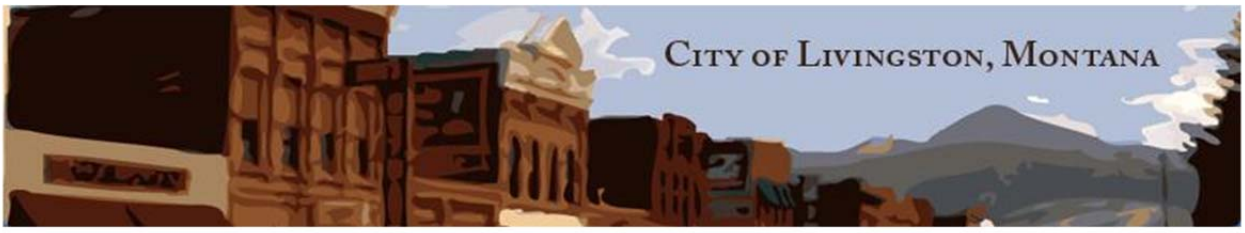
Source of Funding: General Fund

Project Description and Justification: The City of Livingston's administrative services team took over the City's safety and risk management training two years ago. Since that time, no money has been budgeted to effectively conduct these trainings or complete the actions necessary. This will allow risk management to be accomplished without negatively impacting other operational budgets.

Alternatives: Run the risk management programs as additional funds become available within the various operational budgets.

Advantages of Approval: With a greater emphasis on safety and risk management, come a lower number of employee injuries, a safer city for our citizens, and lower insurance premiums.

Impact on Future Operating Budgets: None at this time.



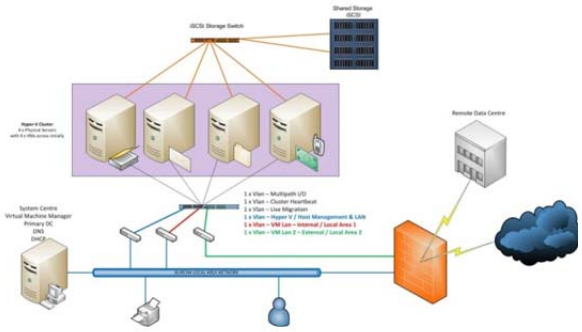
Project Name: Central Stores Technology

Department: General Fund

Cost: Varies by year, see individual equipment below.

Scheduled for: FY 16, FY 18, FY 20

Source of Funding: General Fund



Project Description and Justification:
The city contracts IT support through Park County. The IT department has provided the following recommendations for required technology investments over a 5 year period.

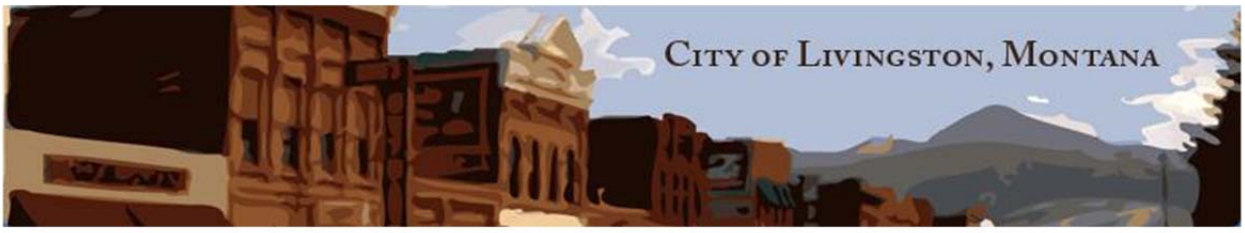
Equipment	FY 16	FY 18	FY 20
City Domain Controller	$6,667	$6,933	$7,211
Switches for ISCSI Environment	$6,667	$6,933	$7,211
Datacenter for VM for Law Enf. Environment	$3,333	$3,467	$3,605

Though the city needs are always subject to change due to the fast pace of technology development, it is prudent to plan for general technology investments and recognize that the specific hardware/software selections may be tweaked at the time of purchase per advice of the IT department.

Alternatives:
None.

Advantages of Approval:
Up to date hardware and software ensures that city data is securely stored and safely backed up. Staff productivity is enhanced by investments in current technology.

Impact on Future Operating Budgets:
None at this time, though we regularly reevaluate and budget for annual licensing fees associated with technology investments.



Project Name: HVAC Replacement

Department: Facilities

Cost: $21,846

Scheduled: FY 16

Source of Funding: General Fund

Project Description and Justification: The City of Livingston and Park County jointly own and maintain the City/County Building at 414 East Callender Street.

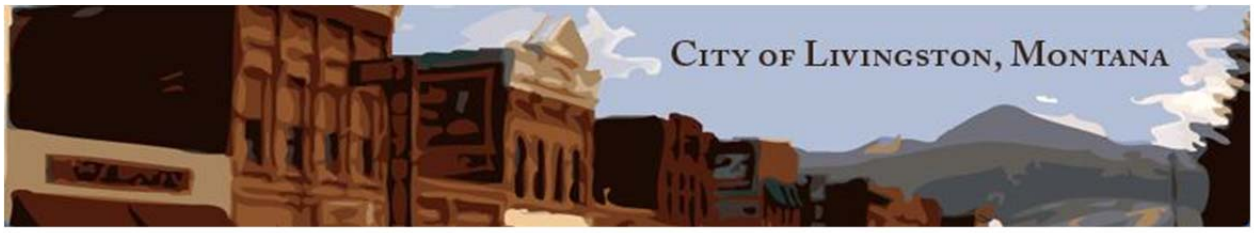
In the recent past, a large amount of money has gone into the maintenance of the 3 HVAC units that sit atop the building. These units are now obsolete and replacement parts are no longer available.

The County maintenance department replaced both of the remaining two units in Fiscal Year 2015 and achieved a considerable cost savings. The City will be responsible for reimbursing Park County for $21,846, or 37% of the project costs in FY 2016.

Advantages of Approval: Reduced repair and maintenance costs will be realized once the units have been replaced. These units should also be more energy efficient, resulting in lower heating and cooling costs for both entities.

Alternatives: None.

Impact on Future Operating Budgets: Reduced repair and maintenance costs will be realized once the units have been replaced. These units should also be more energy efficient, resulting in lower heating and cooling costs for both entities.



Project Name: Vehicle Replacement

Department: Police

Cost: $32,000

Scheduled: FY 16-20

Source of Funding: General Fund

Project Description and Justification:

To provide adequate police services, it is critical to provide officers with reliable, comfortable and well equipped patrol vehicles. A patrol vehicle is essentially an officer's mobile office. They spend a considerable amount of time on patrol, and rely on having equipment readily available when needed. Police vehicles are subject to hard use and abuse, reducing their reliable service life to around 5 years or 80,000 – 100,000 miles. They are driven by multiple officers, 24 hours a day, in all weather and road conditions. As vehicles age, we incur maintenance costs, equipment malfunction and downtime from being out of service. The suspension systems become loose, reducing handling ability and creating a safety concern during pursuit driving.

The department maintains 5 marked patrol vehicles, with 2 or 3 commonly being driven during a shift as primary use vehicles. We rely on 2 vehicles as secondary use, driven to out of town training, by the SRO and the Asst. Chief during the day, or available for back-use when a primary vehicle is down for repairs. With the addition of a canine unit, we need a dedicated specially equipped vehicle. If purchased new, this vehicle should last approximately 8 years.

The police chief and detective are also assigned unmarked vehicles that, due to light use, last much longer than marked patrol vehicles. Both vehicles are available for special assignments or out of town travel where marked vehicles are not ideal. They are also used for routine patrol. The detective vehicle is equipped with crime scene investigation supplies, readily available to respond to a crime scene. It is used by the detectives for patrol and day to day business travel.

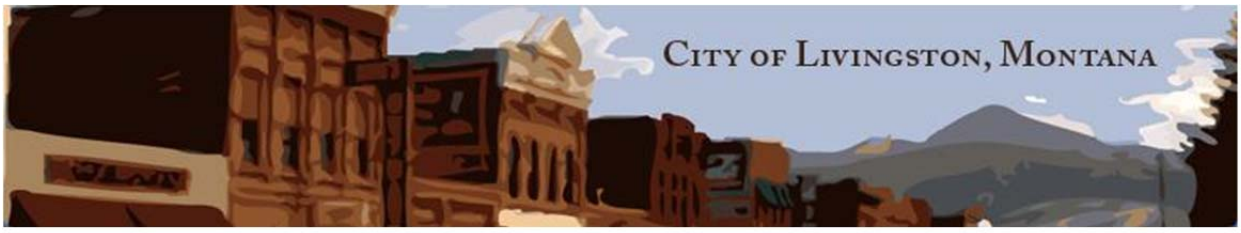
The City initiated an aggressive vehicle maintenance program the past few years to replace a fleet of unreliable worn out vehicles. Beginning FY 2014, we began purchasing SUVs rather than

sedans. Given the minimal price difference and considerable higher trade-in value at the end of the service life, this seems to be a cost effective strategy.

Alternatives: Failure to adhere to a regular replacement schedule of our vehicle fleet will result in high maintenance costs and loss of productivity. In the past, we encountered situations where, due to vehicles being down for repairs, there were not enough marked cars for on duty officers, requiring officers to ride together or conduct foot patrol. This resulted in a loss of patrol coverage and reduced response time to calls for service or emergencies.

Advantages of Approval: Provide the department with reliable transportation, enabling officers to perform their duties. Newer vehicles conceivably are more fuel efficient. Provide comfortable vehicles for officers to spend considerable time in, reducing back strain from worn and broken down seats. Newer vehicles are considerably safer, with better handling, than older vehicles.

Impact on Future Operating Budgets: This is a "pay now or pay later" cost that must be considered part of our operating budget. Failure to maintain a newer fleet pursuant to an annual replacement schedule will result in high costs at some point when all vehicles are in need of replacement. The costs associated with vehicle replacement will somewhat be offset by lower maintenance costs and lower fuel costs. We also have the option of selling or trading our old vehicles to offset the cost of replacement. Newer vehicles, especially SUVs, bring a higher value.



Project Name: P25 Radios

Department: Livingston Fire & Rescue

Cost: $31,000

Scheduled: FY 17

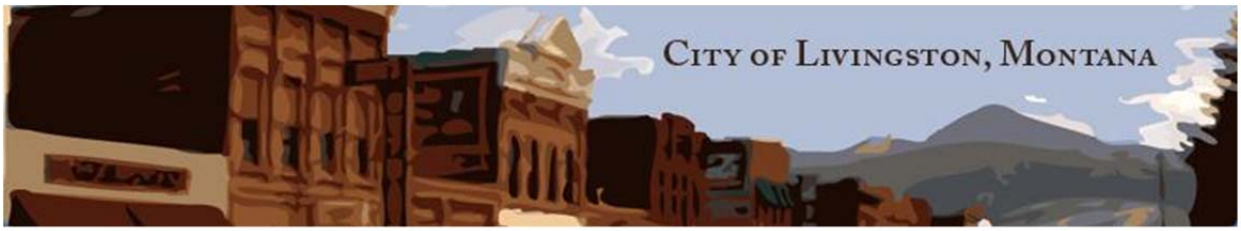
Source of Funding: Split 50/50 between General Fund and Ambulance Fund

Project Description and Justification:
As of 2013 the FCC requires that all Emergency services are P25 compatible. Currently Livingston Fire & Rescue has 14 analog portable radios and 4 P25 compliant portable radios. With this purchase, we will be able to upgrade 10 of the 14 analog radios to the P25 requirements.

Alternatives:
An alternative would be to make do with the radios we currently have and replace them as they fail or as additional funds become available.

Advantages of Approval:
Improved communications and reliability in an emergency situation would result with the replacement of these pieces of equipment.

Impact on Future Operating Budgets:
None.



Project Name: Turnout Gear

Department: Livingston Fire & Rescue

Cost: $6,500/year + inflationary factor

Scheduled: FY 15 – FY 19

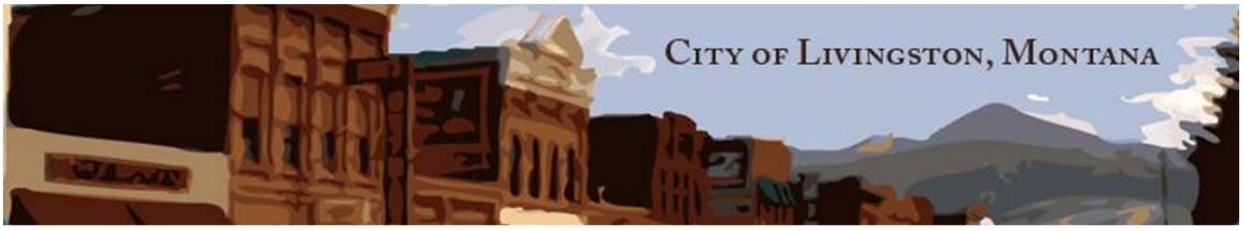
Source of Funding: General Fund

Project Description and Justification:
The Livingston Fire Department strives to replace its turnout gear every 3-5 years. With 15 full-time firefighters, replacing 3 sets every year keeps us on track. Replaced turnout gear for the full-time firefighters will be passed down to the 14 volunteer firefighters.

Alternatives: Continue to replace as they are damaged.

Advantages of Approval: To maintain the replacement program would ensure that the turnout gear is in good shape, providing reliable equipment to our first responders.

Impact on Future Operating Budgets: None.



Project Name: Self-Contained Breathing Apparatus (SCBA) Bottles

Department: Livingston Fire & Rescue

Cost: $8,400 (6 Bottles)

Scheduled: FY 16-18

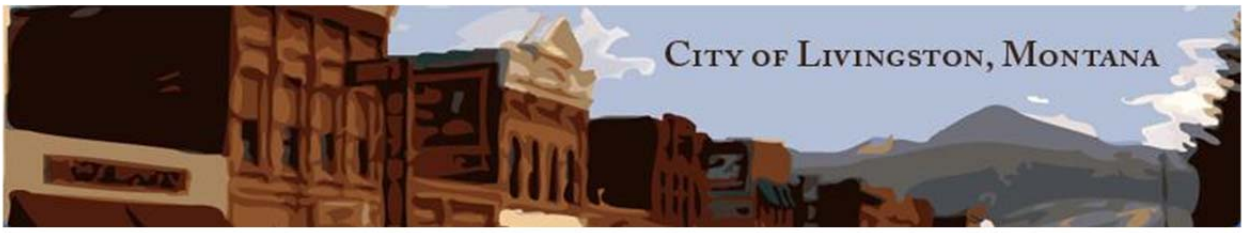
Source of Funding: General Fund

Project Description and Justification:
The Livingston Fire Department SCBA bottles will need to be replaced by 2019. We currently have 38 SCBA bottles. In order to replace all of the bottles by the deadline, we will need to replace 6 per year.

Alternatives: Replace all 38 in 2019.

Advantages of Approval: To maintain the replacement program would ensure that the SCBA is in good shape, providing reliable equipment to our first responders.

Impact on Future Operating Budgets: None.



Project Name: Fire Station 2

Department: Livingston Fire & Rescue

Cost: $11,433(Phase 2)

Scheduled: FY 18

Source of Funding: General Fund

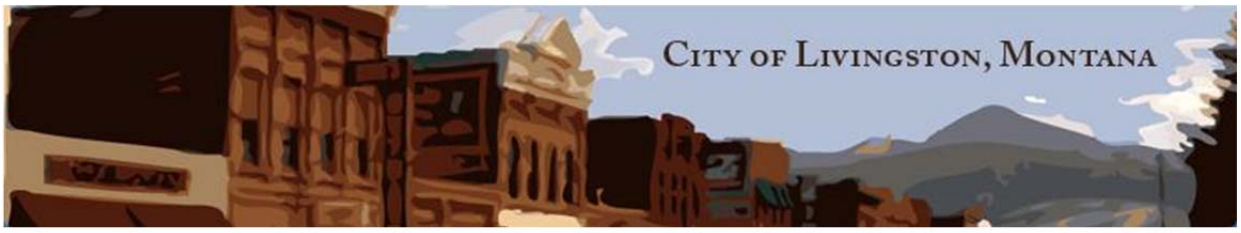
Project Description and Justification:
The building located at the fire training facility needs to be completed. This building is not currently capable of adequately housing a fire engine. As the City has expanded the city boundaries east of town, ISO (insurance services office) requires an engine placed in a heated building within 1 ½ road miles of the new hospital location. Failure to comply with this requirement may cause a drop in our fire protection class which would raise insurance rates for the entire city. In addition to satisfying the ISO requirement finishing this project will provide a shorter response distance on the east end of town and would house the engine used for training.

Phase 2 includes insulation and heating. Scheduled for FY 18.

Alternatives:
Leave building as is, however this may cause a rise in insurance rates

Advantages of Approval:
Maintains or reduces insurance rates. Provides a shorter drive distance to structure fires on East end of town and gives the department a viable storage area.

Impact on Future Operating Budgets:
Cost of electricity (minimal). Heating costs in winter months.



Project Name: Command Vehicle Replacement

Department: Fire

Cost: $10,000/year

Scheduled for: FY 18, FY 19

Source of Funding: General Fund

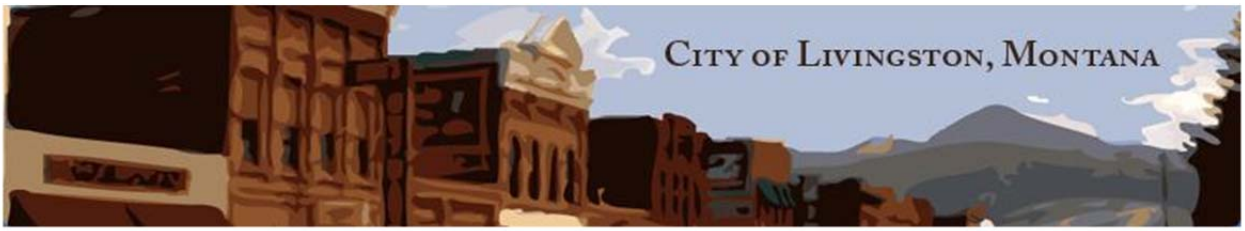
Project Description and Justification:

Currently Livingston Fire and Rescue has 3 command vehicles. They are a 2005 Dodge Durango with 131,000 miles, a 2006 Dodge Durango with 120,000 miles, and a 1999 Chevy Suburban with 112,000 miles. These vehicles are essential to scene safety and operations. They are also used in the day to day operations including transportation of personnel and equipment, inspections and training. The cost of maintenance increases as they age. In order to economically replace the vehicles, one option is to purchase used SUV's from the Police Department. LFR requests that we be allowed to purchase police department SUV's as they become available.

Alternatives:
Purchase brand new vehicles to replace the current command vehicles.

Advantages of Approval:
The department will have more reliable command vehicles. Establishes a rotation process of replacement.

Impact on Future Operating Budgets:
Cost savings seen due to lower maintenance costs.



Project Name: Lawn Mowers

Department: Roaming

Current Year Cost: $6,667

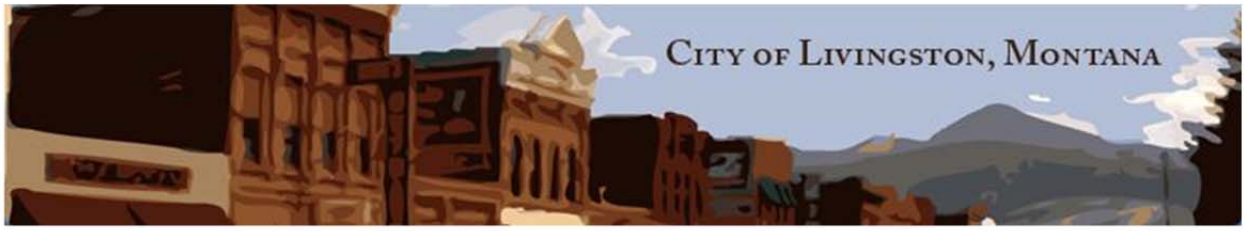
Source of Funding: General Fund

Project Description and Justification:
We currently have 7 Lawn Mowers in the public works division. We would recommend replacing one mower per year with the costs be allocated between the Park's Department (40%), the Cemetery Department (40%), and the Water (10%) and Sewer Departments (10%).

Alternatives:
Continue to maintain current equipment with the hope that they last longer than the typical life and replace mowers unexpectedly as they break down.

Advantages of Approval:
We will have mowers on a long term replacement program and, with over one hundred acres of ground to maintain, we can depend on the mowers lasting.

Impact on Future Operating Budgets:
None.



Project Name: **Compact Utility Tractor**

Department: **Roaming Crew**

Cost: **$41,493**

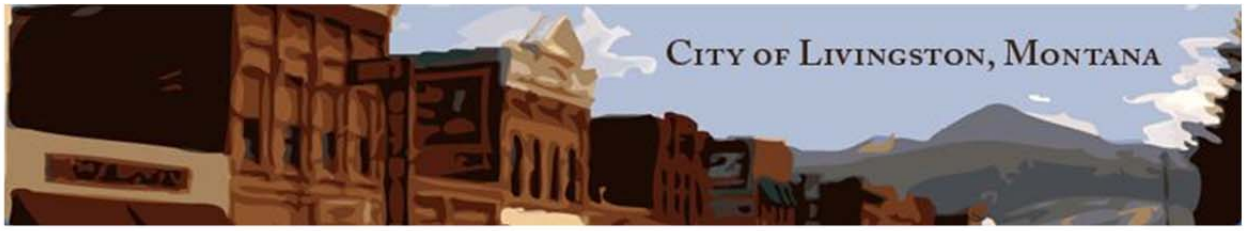
Scheduled for: **FY 2017**

Source of Funding: **General Fund**

Project Description and Justification: This tractor would allow our department to do many projects that we would normally have to ask for a piece of equipment from other departments and disrupt their schedule. This tractor with the attachments would be able to dig, flail mow, load and move items.

Alternatives:
Continue to borrow other department's equipment such as the loader and backhoe

Impact on Future Operating Budgets:
New equipment bring on increased maintenance and operational costs.



Project Name: **Compact Utility Tractor attachment H180 Loader**

Department: **Roaming Crew**

Cost: **$4,895**

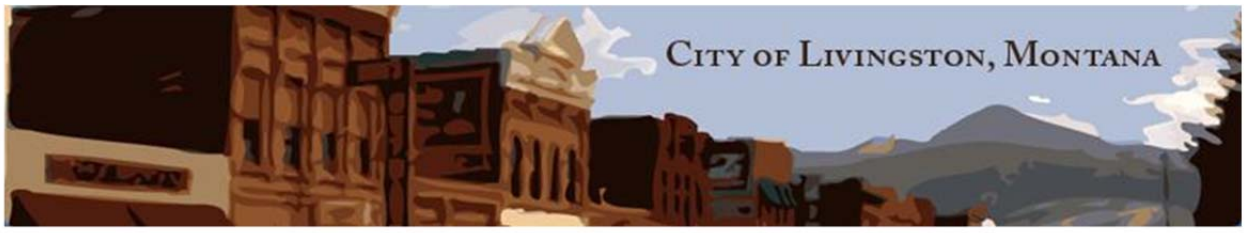
Scheduled for: **FY 2018**

Source of Funding: **General Fund**

Project Description and Justification: This tractor attachment would allow our department to do many projects that we would normally have to ask for a piece of equipment from other departments and disrupt their schedule. This tractor with the attachments would be able to dig, flail mow, load and move items.

Alternatives:
Continue to borrow other department's equipment such as the loader and backhoe

Impact on Future Operating Budgets:
New equipment bring on increased maintenance and operational costs.



Project Name: **Compact Utility Tractor attachment Flail Mower**

Department: **Roaming Crew**

Cost: **$10,000**

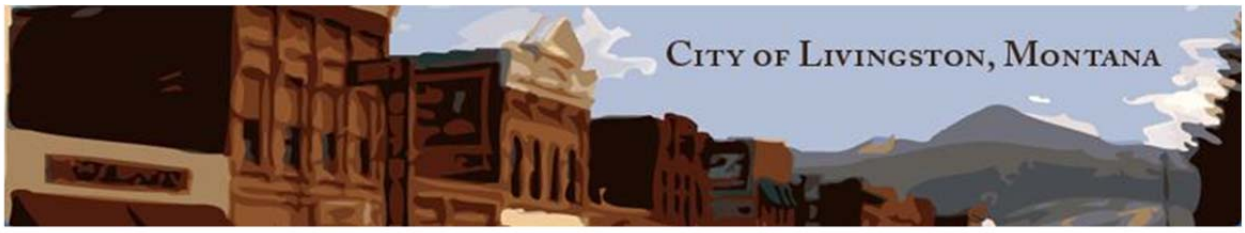
Scheduled for: **FY 2017**

Source of Funding: **General Fund**

Project Description and Justification: This tractor attachment would allow the Roaming Crew Department to increase operational efficiency dramatically in mowing all the City's trails, retention ponds, Reservoir Park, Mojo Park and High Ground Area.

Alternatives:
Continue to use the existing outdated flail mower

Impact on Future Operating Budgets:
New equipment bring on increased maintenance and operational costs.



Project Name: **Compact Utility Tractor attachment 485A Backhoe**

Department: **Roaming Crew**

Cost: **$9,760**

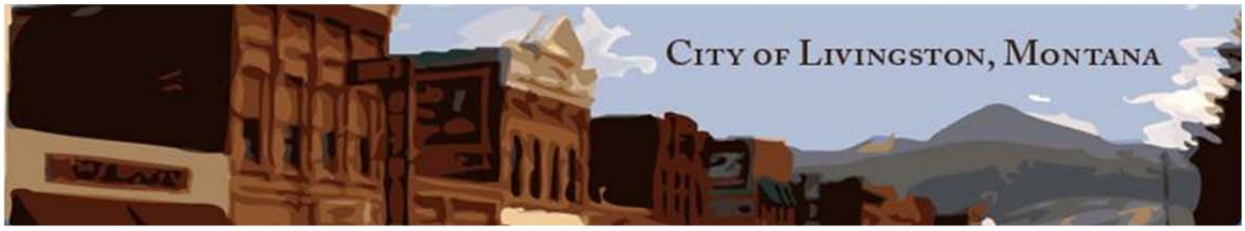
Scheduled for: **FY 2018**

Source of Funding: **General Fund**

Project Description and Justification: This tractor attachment would allow our department to do many projects that we would normally have to ask for a piece of equipment from other departments and disrupt their schedule. This tractor with the attachments would be able to dig, flail mow, load and move items.

Alternatives:
Continue to borrow other department's equipment such as the loader and backhoe

Impact on Future Operating Budgets:
New equipment bring on increased maintenance and operational costs.



Project Name: **Pool Ladders**

Department: **Roaming Crew**

Cost: **$2,500**

Scheduled for: **FY 2016**

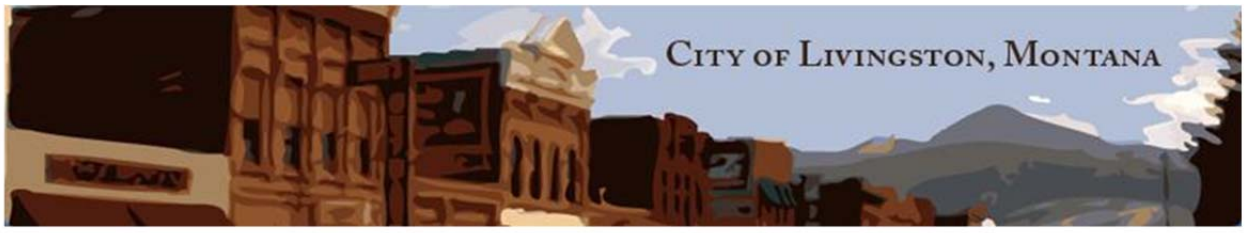
Source of Funding: **General Fund**

Project Description and Justification:
Two ladders plus hardware and installation are needed for the community pool. The current ladders are in bad shape and could potentially become a safety hazard.

Alternatives:
Maintain the current ladders that increase the probability for an accident to occur.

Advantages of Approval:
Provide a safe way for pool patrons to exit the pool.

Impact on Future Operating Budgets:
None



Project Name: **Cover for the Pool**

Department: **Roaming Crew**

Cost: **$9,000**

Scheduled for: **FY16**

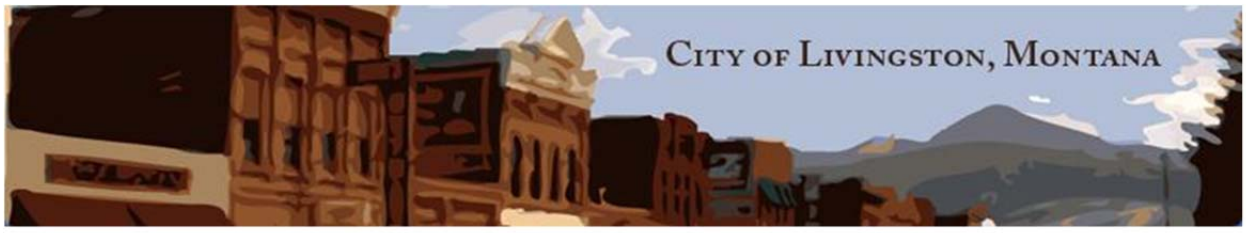
Source of Funding: **General Fund**

Project Description and Justification:
The addition of a Pool cover will decrease energy costs to heat the pool. Increase safety and decrease liability from someone falling into the pool while it is unattended. Decrease evaporation of water from the pool. Could potentially extend the pool season.

Alternatives:
Continue to use the pool as is.

Advantages of Approval:
Decrease energy costs to heat the pool and increase operational efficiency of the chemical system for the swimming pool.

Impact on Future Operating Budgets:
Decrease in chemical, energy and overtime costs.



Project Name: **Sprinkler System**

Department: **Parks**

Cost: **$5,000/year, FY16 & 17;**
$10,000/year, FY 18-20

Scheduled: **FY 16 – FY 20**

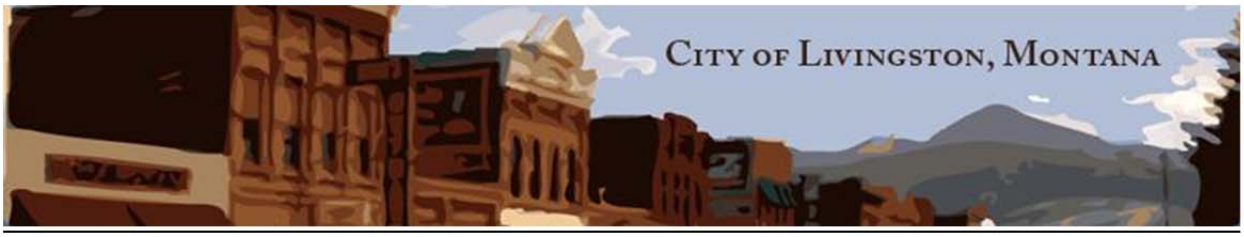
Source of Funding: **General Fund**

Project Description and Justification:
Many City parks still do not have sprinkler systems. Installing sprinkler systems saves on labor costs and improves the look of the City's Parks. Sprinkler systems are more effective in keeping up grass maintenance. Sprinkler systems allow for watering during early morning or late evening hours as opposed to during the work day, a more efficient use of water.

Alternatives:
Continue watering Parks as we do now; manually with seasonal workers.

Advantages of Approval:
Freeing up parks employees from watering will allow the City to use the labor on other needed projects in the parks. This will also allow the City to keep the appearance of the parks in good order.

Impact on Future Operating Budgets:
May help needs for seasonal labor to remain constant as opposed to increasing.



Project Name: **Bathrooms**

Department: **Parks**

Cost: **$10,000/year**

Scheduled: **FY 18, FY 19**

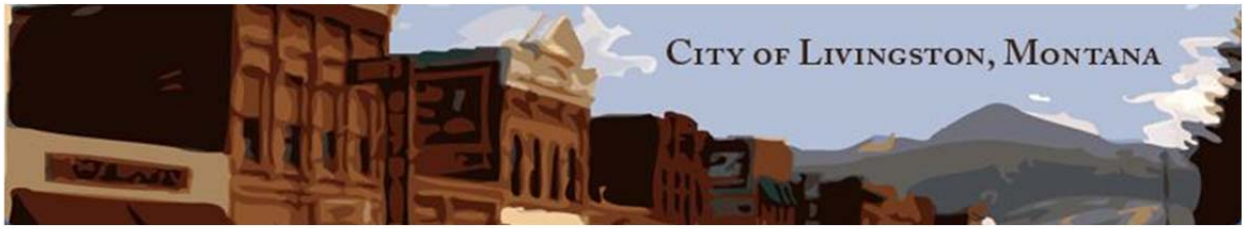
Source of Funding: **General Fund**

Project Description and Justification:
With increasing use of the City's parks, bathrooms are needed at: the Tennis Courts, Water Plant Park, M Street Park, Mike Webb Park, Mojo Park, Reservoir Park and at the Meyers River Trail. Funds allocated in this 5 year plan do not cover installation of bathrooms in all park locations but it's a great start to providing expanded facilities for park users in Livingston.

Alternatives:
Leave Parks without public restroom facilities.

Advantages of Approval:
Provides citizens with expanded services at the City's Parks. This is a recommended improvement in the Parks and Trails Master Plan.

Impact on Future Operating Budgets:
Increase in labor and maintenance costs.



Project Name: **New ACO Pickup Truck**

Department: **Animal Control**

Cost: **$20,000**

Scheduled for: **FY 2016**

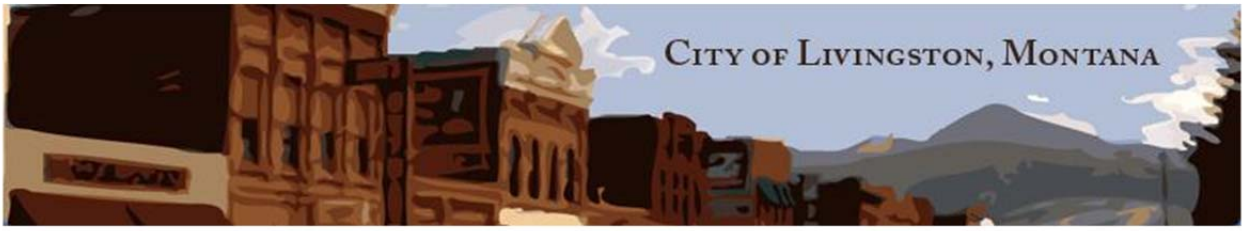
Source of Funding: **General Fund**

Project Description and Justification: Need newer and most cost efficient truck to replace the 2004 dodge ACO currently driving, duo to low fuel efficiency. It is necessary to have a place to store tools inside as well as transport smaller animals. A 4 wheel drive vehicle is necessary to be able to move freely about the city in the winter time conditions. More repair & maintenance costs have begun to accrue.

Alternatives: Continue to utilize 'hand-me-down" vehicles from other departments

Advantages of Approval: The ACO has formed a great relationship with the public and feel that the improved availability in the winter would continue the relationship with the citizens in itself says a lot. The savings financially also would improve the city finances.

Impact on Future Operating Budgets: Reduced fuel and repair & maintenance costs are anticipated.



Project Name: **Engineering for recreation area behind the Civic Center**

Department: **Parks**

Cost: **$5,000**

Scheduled for: **FY 16**

Source of Funding: **General Fund**

Project Description and Justification:

One of the priorities for the City of Livingston's Parks and Trails committee is to rehab the area behind the Civic Center. Previously, this area was a storage lot for the Park's department. This storage has since been removed. Montana State University engineering students are working with the Parks & Trails committee to design a comprehensive plan for this area. These funds will be utilized if there were additional engineering necessary to transition from the students' plans to construction.

Alternatives:

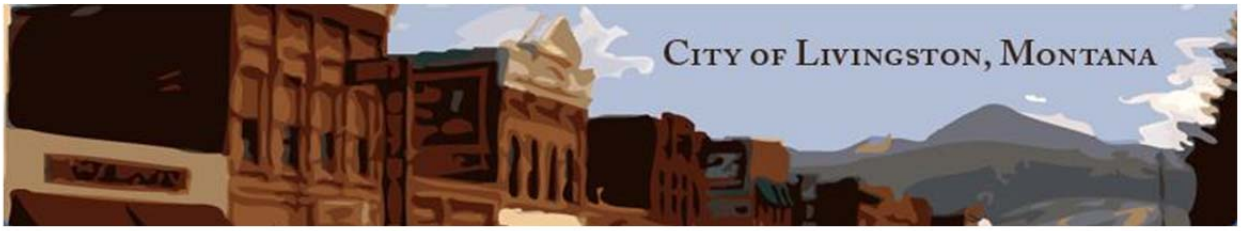
Utilize student plans to facilitate construction without additional engineering.

Advantages of Approval:

Additional engineering will allow us to transition smoothly from concept to construction.

Impact on Future Operating Budgets:

None.



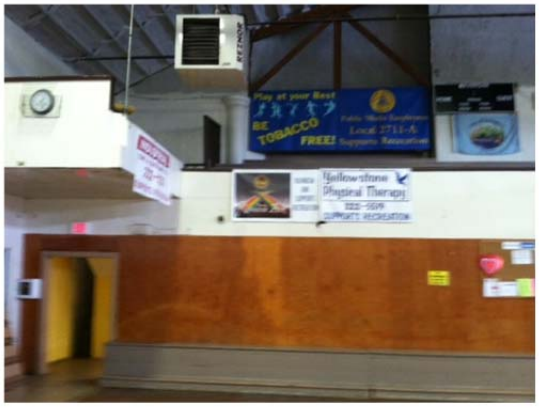
Project Name: Civic Center Upgrade Feasibility Study

Department: Administrative Services

Cost: $10,000

Scheduled for: FY 17

Source of Funding: General Fund



Project Description and Justification:
Numerous aesthetic, safety and operational challenges have been identified at the Civic Center such as deteriorating paint and drywall in the kitchen and gym and a lack of safety railings in the balcony. Other unresolved issues in a building the age and condition of the Civic Center would likely be identified by technical professionals. In order to ensure that building improvements are completed strategically, performing a study to identify and prioritize upgrades needed in the building is requested.

Alternatives:
Not conduct study. Rely on internal staff to determine plan and budget for building improvements.

Advantages of Approval:
Provides a road map to strategically allocate funds for Civic Center upgrades; avoids inefficient use of labor and funds to improve the building.

Impact on Future Operating Budgets:
Projects recommended by the study will be budgeted for in future CIPs. Civic Center rental revenue may increase long term as the space becomes a more desirable rental for community events.

DISPATCH FUND FINANCIAL ANALYSIS

FUND DESCRIPTION

The dispatch fund is used to account for all the activities of the City's dispatch services. The dispatch center is supported jointly by the City of Livingston and Park County. It provides dispatching services to several public safety entities within Park County including the Livingston Police Department, Park County Sherriff's Office, Livingston Fire and Rescue, several Park Count rural fire departments and many other local, state, and federal entities as needed. The communications department also maintains law enforcement and court-related records.

The major sources to the dispatch fund include City and County General Fund support of Dispatch. Other revenue sources include: dispatching service charges, and investment earnings.

KEY REVENUE ASSUMPTIONS:

- For the first year of the five-year CIP, both City and County general fund support has been reduced. This reduction in revenues to the Dispatch fund is replaced by a transfer from the State 9-1-1 fund, held by the County.

  The transfers amount to:
  - $100,000 in FY 2016

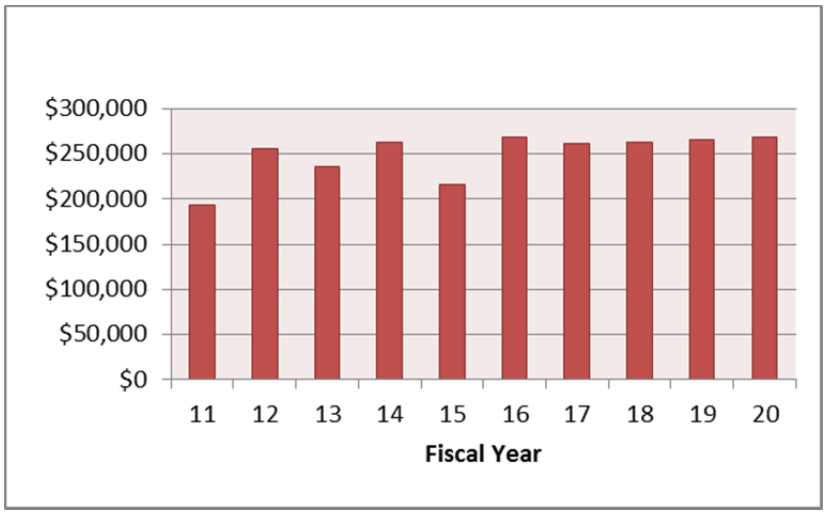
  We will continue to re-evaluate the financial position of this fund to ensure that is remains fiscally sound.

KEY EXPENDITURE ASSUMPTIONS:

- Personnel Costs are projected to be: 2% for years FY 16 – 20.
- Health Insurance Costs have been increased 3% a year for all for 5 years.
- All other operating expenditures have been increased by 2% a year for all 5 years.

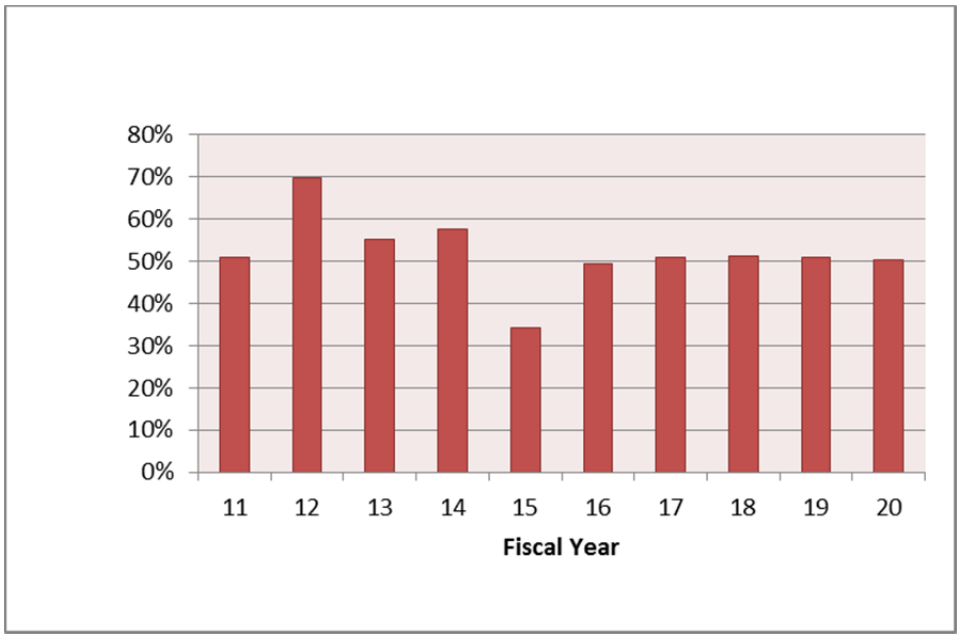
DISPATCH FUND - FUND BALANCE

FY 11 – 14 Actual – Current year FY 15 Estimated – FY 16 – 20 Projected



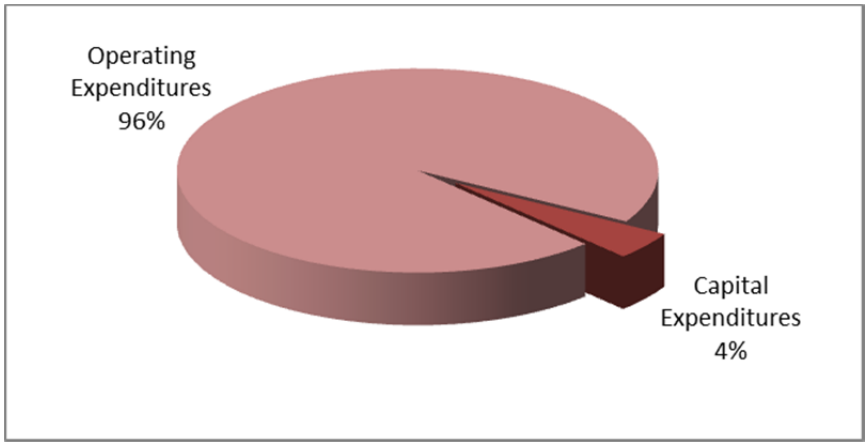
DISPATCH FUND BALANCE AS % OF EXPENDITURES

FY 11 – 14 Actual – Current year FY 15 Estimated – FY 16 – 20 Projected



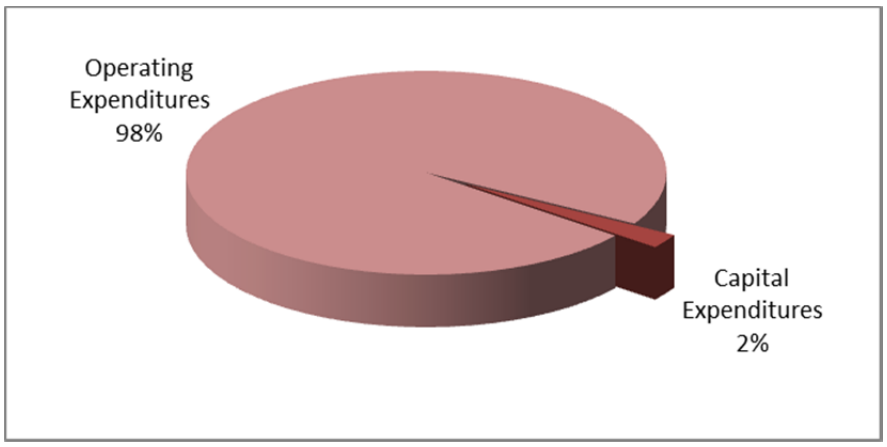
DISPATCH FUND - OPERATING & CAPITAL EXPENDITURES

Last five years (FY 11 – FY 15)



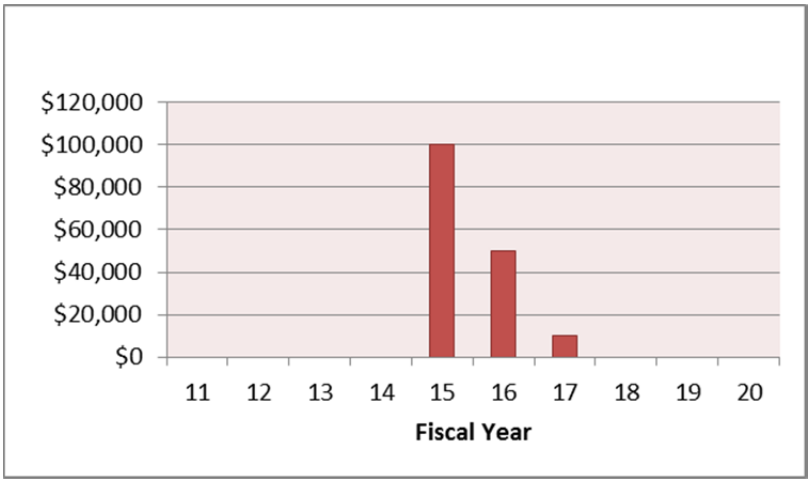
DISPATCH FUND - OPERATING & CAPITAL EXPENDITURES

Next five years – C I P (FY 16 – FY 20)



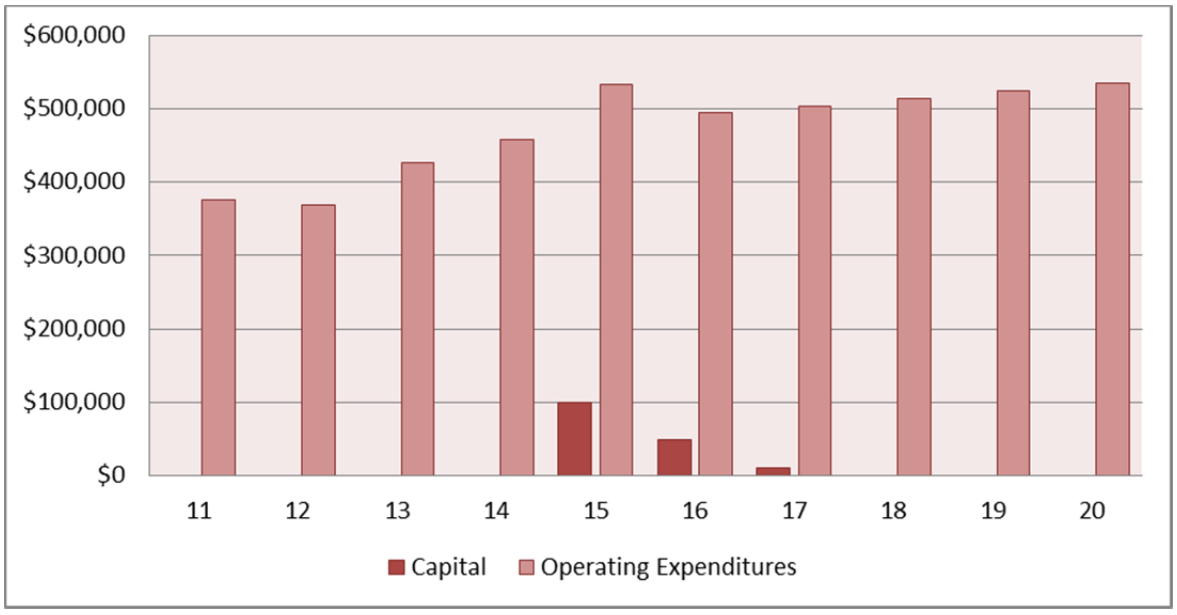
DISPATCH FUND - CAPITAL EXPENDITURES

FY 11 – 14 Actual – Current year FY 15 Estimated – FY 16 – 20 Projected



CAPITAL EXPENDITURES VS OPERATING EXPENDITURES

FY 11 – 14 Actual – Current year FY 15 Estimated – FY 16 – 20 Projected



CAPITAL IMPROVEMENT PLAN
DISPATCH FUND (2300)
Fiscal Years 2011 - 2015

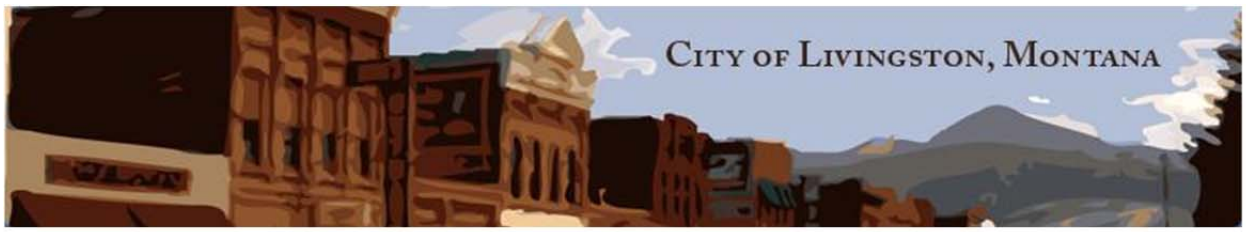
	FY 2011	FY 2012	FY 2013	FY 2014	Projected FY 2015
Beginning Fund Balance	$ 156,962	$ 193,691	$ 256,777	$ 235,897	$ 263,008
Add:					
Operating Revenues	213,659	260,403	254,389	304,230	394,060
Transfers In (City Contribution)	203,254	170,653	151,688	180,431	191,560
Total Revenues	416,913	431,056	406,077	484,661	585,620
Subtract:					
Operating Expenditures	375,185	367,969	426,957	457,550	532,773
Capital Expenditures	-	-	-	-	100,000
Transfers Out	5,000	-	-	-	-
Total Expenditures	380,185	367,969	426,957	457,550	632,773

CAPITAL IMPROVEMENT PLAN
DISPATCH FUND (2300)
Fiscal Years 2016 - 2020

	Year 1 FY 2016	Year 2 FY 2017	Year 3 FY 2018	Year 4 FY 2019	Year 5 FY 2020
Estimated Beginning Fund Balance	$ 215,855	$ 268,430	$ 261,083	$ 263,814	$ 266,628
Add:					
Operating Revenues	349,672	254,691	259,811	265,035	270,364
Transfers In (City Contribution)	247,097	252,039	257,079	262,221	267,465
Total Revenues	596,768	506,730	516,891	527,256	537,829
Subtract:					
Operating Expenditures	494,193	504,077	514,159	524,442	534,931
Capital Expenditures	50,000	10,000	-	-	-
Transfers Out	-	-	-	-	-
Total Expenditures	544,193	514,077	514,159	524,442	534,931

CAPITAL IMPROVEMENT PLAN
DISPATCH FUND (2300)
Fiscal Years 2016 - 2020

	Year 1 FY 2016	Year 2 FY 2017	Year 3 FY 2018	Year 4 FY 2019	Year 5 FY 2020	Total	Not Scheduled
Equipment							
						-	
						-	
						-	
						-	
Projects						-	
						-	
Communications Masterplan Recommended Projects						-	450,000
Dispatch Relocation & Update - Includes Console	50,000					50,000	
Dispatch Equipment -3rd Dispatcher		10,000				10,000	
(Radio, Phone, Monitor)						-	
						-	
						-	
						-	
						-	
Total	**50,000**	**10,000**	**-**	**-**	**-**	**60,000**	**450,000**



Project Name: **Dispatch Relocation & Update**

Department: **911 Communications**

Current Year Cost: **$50,000**

Scheduled: **FY 2016**

Source of Funding: **Dispatch Operating**

Project Description and Justification:
During a roof leak, the dispatchers were moved from one floor of the City/County Building to another. This was anticipated as a temporary move until a more suitable location could be found for them. Based on a City/County Building Assessment, the dispatchers will be relocated to a permanent location within the building. These costs will cover the move and any remodel associated specifically with dispatch.

Alternatives:
None, it is imperative to move dispatch back to a permanent location.

Advantages of Approval:
This will provide a more appropriate work environment for dispatchers to work comfortable and securely.

Impact on Future Operating Budgets:
None at this time.

CITY/COUNTY STATE 9-1-1 FUND FINANCIAL ANALYSIS

FUND DESCRIPTION

The State of Montana is responsible for administering the State's 9-1-1 Program on behalf of all local 9-1-1 jurisdictions. It provides a single point of coordination and support associated with State responsibilities for managing the 9-1-1 Program on behalf of the local jurisdictions. The 9-1-1 Program manages the State's statutory responsibilities for the development, implementation and operation of 9-1-1 emergency telephone throughout the state. As part of these responsibilities, the State of Montana 9-1-1 Program established a cohesive statewide emergency 9-1-1 system that will provide citizens with rapid, direct access to public safety agencies. The objective of this is to provide more accessible public safety services and reduce the response time to situations requiring law enforcement, fire, medical, rescue, and other emergency services.

KEY REVENUE ASSUMPTIONS:

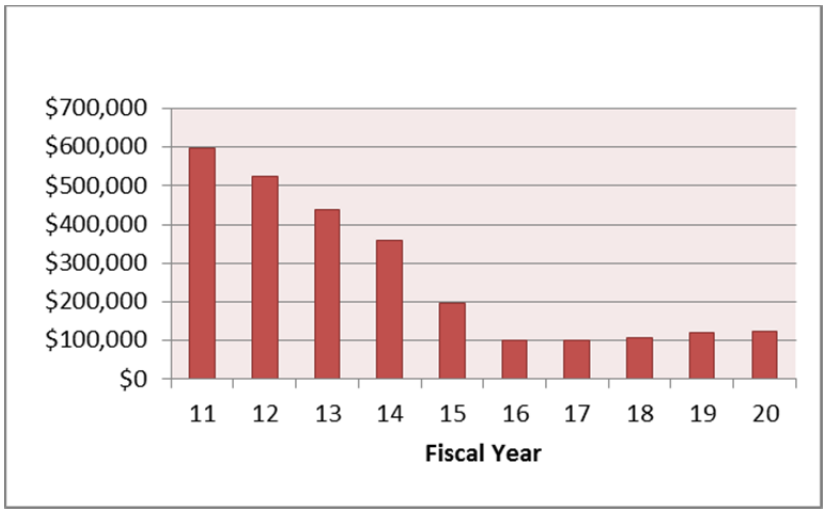
- State 9-1-1 distributions are projected to increase 3% per year.

KEY EXPENDITURE ASSUMPTIONS:

- Operating costs have been increased by an average of 2% per year.
- The CIP includes the continued use of $100,000 of accumulated 9-1-1 funds to be used toward the City-county communications and dispatch services for Fiscal Year 2016.

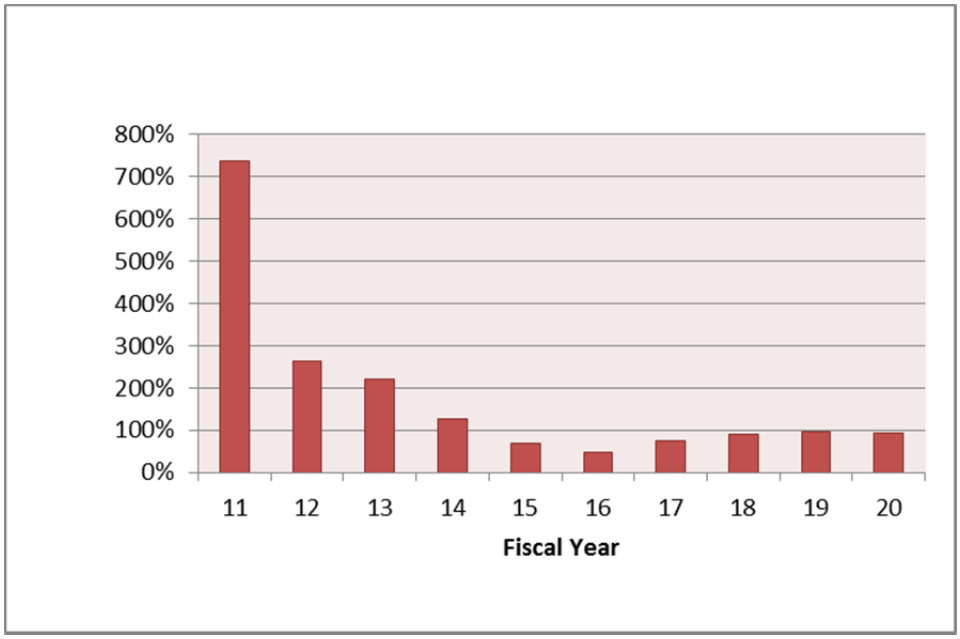
CITY/COUNTY STATE 9-1-1 FUND - FUND BALANCE

FY 11 – 14 Actual – Current year FY 15 Estimated – FY 16 – 20 Projected



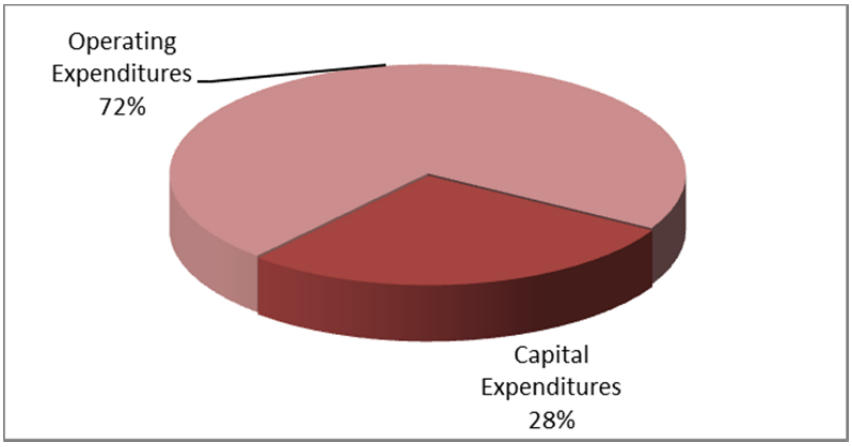
STATE 9-1-1 FUND BALANCE AS % OF EXPENDITURES

FY 11 – 14 Actual – Current year FY 15 Estimated – FY 16 – 20 Projected



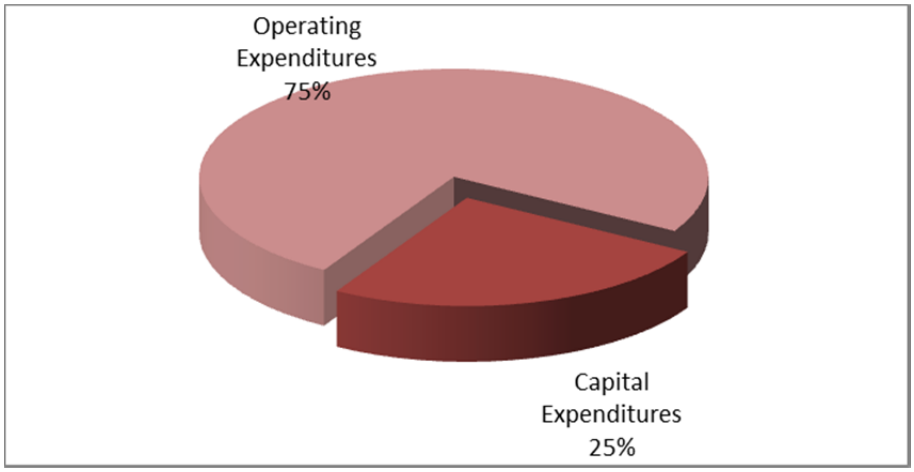
CITY/COUNTY STATE 9-1-1 FUND - OPERATING & CAPITAL EXPENDITURES

Last five years (FY 11 – FY 15) _____



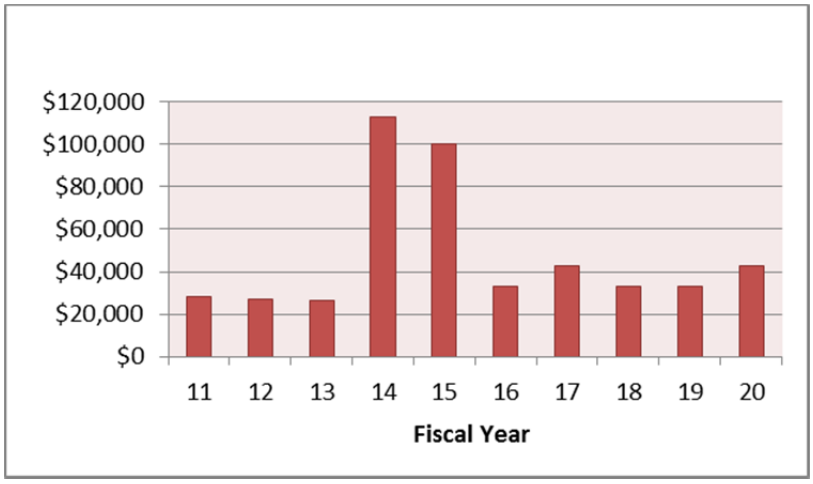
STATE 9-1-1 FUND - OPERATING & CAPITAL EXPENDITURES

Next five years – C I P (FY 16 – FY 20) _____



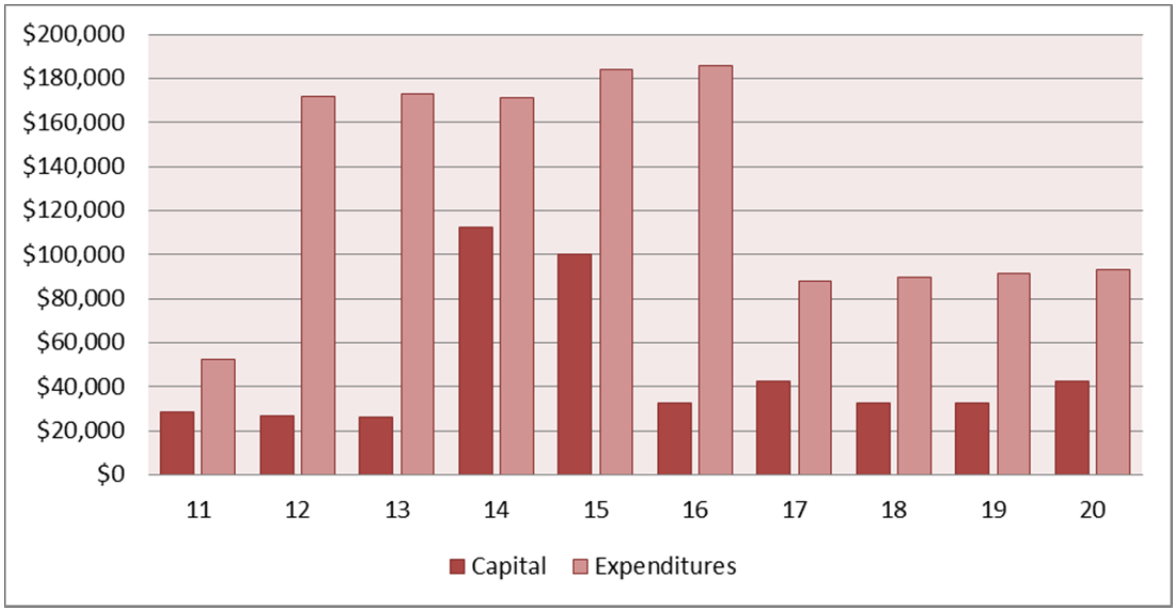
CITY/COUNTY STATE 9-1-1 FUND - CAPITAL EXPENDITURES

FY 11 – 14 Actual – Current year FY 15 Estimated – FY 16 – 20 Projected



CAPITAL EXPENDITURES VS OPERATING EXPENDITURES

FY 11 – 14 Actual – Current year FY 15 Estimated – FY 16 – 20 Projected



CAPITAL IMPROVEMENT PLAN
COUNTY 911 FUND
Fiscal Years 2011 - 2015

	FY 2011	FY 2012	FY 2013	FY 2014	Projected FY 2015
Beginning Fund Balance	$ 559,783	$ 596,569	$ 525,707	$ 437,685	$ 358,806
Add:					
Operating Revenues	115,693	128,012	111,394	118,718	121,000
Transfers In	2,000	-	-	-	-
Total Revenues	117,693	128,012	111,394	118,718	121,000
Subtract:					
Operating Expenditures	52,637	171,919	172,818	171,360	184,357
Capital Expenditures	28,361	26,955	26,597	112,624	100,000
Transfers Out	-	-	-	-	-
Total Expenditures	80,998	198,874	199,415	283,984	284,357
Reconciliation to F/S	91		(1)	86,388	
Estimated Ending Balance	$ 596,569	$ 525,707	$ 437,685	$ 358,806	$ 195,449

CAPITAL IMPROVEMENT PLAN
COUNTY 911 FUND
Fiscal Years 2016 - 2020

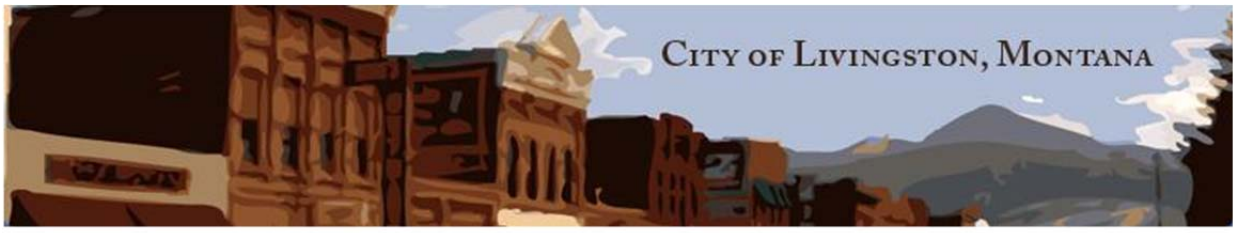
	Year 1 FY 2016	Year 2 FY 2017	Year 3 FY 2018	Year 4 FY 2019	Year 5 FY 2020
Estimated Beginning Fund Balance	$ 195,449	$ 101,186	$ 98,941	$ 108,792	$ 120,818
Add:					
Operating Revenues	124,630	128,369	132,220	136,187	140,272
Transfers In	-	-	-	-	-
Total Revenues	124,630	128,369	132,220	136,187	140,272
Subtract:					
Operating Expenditures	186,044	87,765	89,520	91,311	93,137
Capital Expenditures	32,849	42,849	32,849	32,849	42,849
Transfers Out	-	-	-	-	-
Total Expenditures	218,893	130,614	122,369	124,160	135,986
Estimated Ending Balance	$ 101,186	$ 98,941	$ 108,792	$ 120,818	$ 125,105

CAPITAL IMPROVEMENT PLAN
COUNTY 911 FUND
Fiscal Years 2016 - 2020

	Year 1 FY 2016	Year 2 FY 2017	Year 3 FY 2018	Year 4 FY 2019	Year 5 FY 2020	Total	Not Scheduled
Equipment							
Bulberry Mapping (Every Three Years)		5,000			5,000	$ 10,000	
Recorder Support (Every Three Years)		$ 5,000			$ 5,000	10,000	
New Law Enforcement Software	32,849	32,849	32,849	32,849	32,849	164,244	
						-	
						-	
						-	
						-	
						-	
						-	
						-	
						-	
Projects						-	
						-	
Communications Masterplan Recommended Projects						-	200,000
						-	
						-	
						-	
						-	
						-	
						-	
						-	
						-	
Total	**32,849**	**42,849**	**32,849**	**32,849**	**42,849**	**184,244**	**200,000**

Note: The cost of the Law Enforcement software is spread among the City General Fund, the state 9-1-1 fund, and the Sheriff's Office.

The financial position of this fund will be re-evaluated each year, with possible adjustments being made, to insure this fund remains financially sound.



Project Name: Records Management Software, Mobile Data Implementation and Law Enforcement Server replacement

Department: Dispatch/9-1-1

Cost: $32,849

Scheduled: FY 2016-2020

Source of Funding: General Fund

Project Description and Justification:

In 2013 the city and county purchased a new law enforcement/911 software program and implemented mobile data technology. Pursuant to contract with CTS America, the city and county have agreed to pay for the software over a three year period. To implement the technology, we have also leased laptop computers for the officers and assumed on-going operational costs such as Verizon Wireless air cards and CJIN access fees. The chart below lists the software costs as well as operational costs to operate the new system.

Software and computer lease costs are obligated under contract. Failure to fully fund the other operational costs would result in a loss of the intended benefits of the entire program.

	PD	SO	911
Year 1 Costs	$ 65,404.00	$ 96,119.66	$ 65,275.60
Year 2 Costs	$ 58,781.00	$ 79,446.66	$ 74,812.60
Year 3 Costs	$ 59,277.66	$ 79,943.32	$ 75,309.26
Year 4 and beyond	$ 32,556.01	$ 33,605.23	$ 32,848.74

IMPACT FEES FINANCIAL ANALYSIS

FUND DESCRIPTION

Impact fees collected for the following are accounted for as separate line items within the special revenue impact fee fund:

- Police
- Fire & EMS
- Parks & Recreation
- Transportation

KEY REVENUE ASSUMPTIONS:

- Revenues are estimated to increase 2% per year for the next 5 years.
- Significant increases in revenue during FY15 & 16 are onetime sources of revenue attributed to applicable impact fees collected for construction of the new hospital.

KEY EXPENDITURE ASSUMPTIONS:

- Capacity expanding expenditures will be utilized as set out in the Capital Improvement listings.

CAPITAL IMPROVEMENT PLAN
POLICE IMPACT FEES - (FUND 2399)
Fiscal Years 2011 - 2015

	FY 2011	FY 2012	FY 2013	FY 2014	Projected FY 2015
Beginning Cash Balance	$ 1,890	$ 4,766	$ 7,298	$ 7,038	$ 1,274
Add:					
Operating Revenues	2,876	2,532	6,512	15,248	30,000
Transfers In	-	-	-	-	-
Total Revenues	2,876	2,532	6,512	15,248	30,000
Subtract:					
Operating Expenditures	-	-	-	-	-
Capital Expenditures	-	-	6,772	21,012	-
Transfers Out	-	-	-	-	-
Total Expenditures	-	-	6,772	21,012	-
Reconciliation to F/S					-
Estimated Ending Balance	$ 4,766	$ 7,298	$ 7,038	$ 1,274	$ 31,274

CAPITAL IMPROVEMENT PLAN
POLICE IMPACT FEES - (FUND 2399)
Fiscal Years 2015 - 2019

	Year 1 FY 2016	Year 2 FY 2017	Year 3 FY 2018	Year 4 FY 2019	Year 5 FY 2020
Estimated Beginning Cash Balance	$ 31,274	$ 38,097	$ 45,057	$ 52,156	$ 59,396
Add:					
Operating Revenues	6,823	6,960	7,099	7,241	7,386
Transfers In	-	-	-	-	-
Total Revenues	6,823	6,960	7,099	7,241	7,386
Subtract:					
Operating Expenditures	-	-	-	-	-
Capital Expenditures	-	-	-	-	-
Transfers Out	-	-	-	-	-
Total Expenditures	-	-	-	-	-
Estimated Ending Balance	$ 38,097	$ 45,057	$ 52,156	$ 59,396	$ 66,782

CAPITAL IMPROVEMENT PLAN
FIRE & EMS IMPACT FEES - (FUND 2399)
Fiscal Years 2011 - 2015

	FY 2011	FY 2012	FY 2013	FY 2014	Projected FY 2015
Beginning Cash Balance	$ 21,818	$ 24,480	$ 26,872	$ 28,709	$ 35,611
Add:					
Operating Revenues	2,661	2,393	1,837	6,902	10,000
Transfers In	-	-	-	-	-
Total Revenues	2,661	2,393	1,837	6,902	10,000
Subtract:					
Operating Expenditures	-	-	-	-	-
Capital Expenditures	-	-	-	-	-
Transfers Out	-	-	-	-	-
Total Expenditures	-	-	-	-	-
Reconciliation to F/S					-
Estimated Ending Balance	$ 24,480	$ 26,872	$ 28,709	$ 35,611	$ 45,611

CAPITAL IMPROVEMENT PLAN
FIRE & EMS IMPACT FEES - (FUND 2399)
Fiscal Years 2016 - 2020

	Year 1 FY 2016	Year 2 FY 2017	Year 3 FY 2018	Year 4 FY 2019	Year 5 FY 2020
Estimated Beginning Cash Balance	$ 45,611	$ 111	$ 2,151	$ 4,232	$ 6,354
Add:					
Operating Revenues	2,000	2,040	2,081	2,122	2,165
Transfers In	-	-	-	-	-
Total Revenues	2,000	2,040	2,081	2,122	2,165
Subtract:					
Operating Expenditures	-	-	-	-	-
Capital Expenditures	47,500	-	-	-	-
Transfers Out	-	-	-	-	-
Total Expenditures	47,500	-	-	-	-
Estimated Ending Balance	$ 111	$ 2,151	$ 4,232	$ 6,354	$ 8,519

CAPITAL IMPROVEMENT PLAN FIRE & EMS IMPACT FEES - (FUND 2399) Fiscal Years 2016 - 2020							
	Year 1 FY 2016	Year 2 FY 2017	Year 3 FY 2018	Year 4 FY 2019	Year 5 FY 2020	Total	Not Scheduled
Equipment							
Ambulance (Sprint)	$ 47,500					$ 47,500	
						-	
						-	
						-	
						-	
Projects						-	
						-	
						-	
Total	47,500	-	-	-	-	47,500	-

CAPITAL IMPROVEMENT PLAN PARKS & RECREATION IMPACT FEES - (FUND 2399) Fiscal Years 2011 - 2015					
	FY 2011	FY 2012	FY 2013	FY 2014	Projected FY 2015
Beginning Cash Balance	$ 16,026	$ 6,965	$ 8,062	$ 11,029	$ 13,821
Add:					
Operating Revenues	1,039	1,097	2,966	2,755	2,000
Transfers In	-	-	-	-	-
Total Revenues	1,039	1,097	2,966	2,755	2,000
Subtract:					
Operating Expenditures	-	-	-	-	-
Capital Expenditures	10,100	-	-	-	-
Transfers Out	-	-	-	-	-
Total Expenditures	10,100	-	-	-	-
Reconciliation to F/S			1	37	-
Estimated Ending Balance	$ 6,965	$ 8,062	$ 11,029	$ 13,821	$ 15,821

CAPITAL IMPROVEMENT PLAN
PARKS & RECREATION IMPACT FEES - (FUND 2399)
Fiscal Years 2016 - 2020

	Year 1 FY 2016	Year 2 FY 2017	Year 3 FY 2018	Year 4 FY 2019	Year 5 FY 2020
Estimated Beginning Fund Balance	$ 15,821	$ 12,861	$ 9,941	$ 7,064	$ 4,229
Add:					
Operating Revenues	2,040	2,081	2,122	2,165	2,208
Transfers In	-	-	-	-	-
Total Revenues	2,040	2,081	2,122	2,165	2,208
Subtract:					
Operating Expenditures	-	-	-	-	-
Capital Expenditures	5,000	5,000	5,000	5,000	5,000
Transfers Out	-	-	-	-	-
Total Expenditures	5,000	5,000	5,000	5,000	5,000
Estimated Ending Balance	$ 12,861	$ 9,941	$ 7,064	$ 4,229	$ 1,437

CAPITAL IMPROVEMENT PLAN
PARKS & RECREATION IMPACT FEES - (FUND 2399)
Fiscal Years 2016 - 2020

	Year 1 FY 2016	Year 2 FY 2017	Year 3 FY 2018	Year 4 FY 2019	Year 5 FY 2020	Total	Not Scheduled
Equipment							
						$ -	
						-	
						-	
						-	
						-	
Projects							
Minor Park Projects	5,000	5,000	5,000	5,000	5,000	25,000	
						-	
						-	
						-	
Total	5,000	5,000	5,000	5,000	5,000	25,000	-

CAPITAL IMPROVEMENT PLAN
TRANSPORTATION IMPACT FEES - (FUND 2399)
Fiscal Years 2011 - 2015

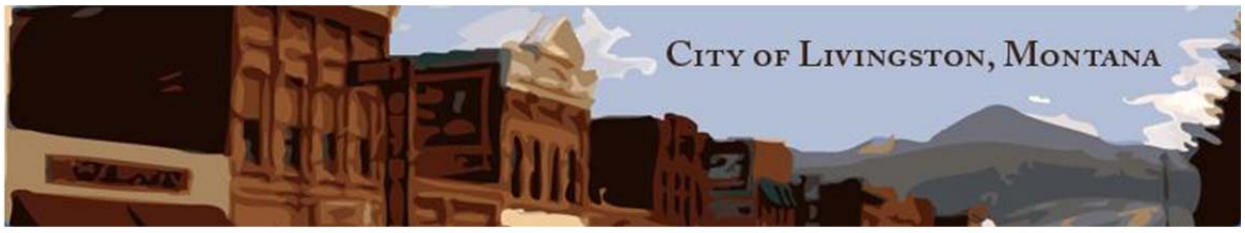
	FY 2011	FY 2012	FY 2013	FY 2014	Projected FY 2015
Beginning Cash Balance	$ 74,785	$ 99,178	$ 121,769	$ 128,385	$ 193,072
Add:					
Operating Revenues	24,393	22,591	6,616	64,686	125,000
Transfers In	-	-	-	-	-
Total Revenues	24,393	22,591	6,616	64,686	125,000
Subtract:					
Operating Expenditures	-	-	-	-	-
Capital Expenditures	-	-	-	-	50,000
Transfers Out	-	-	-	-	-
Total Expenditures	-	-	-	-	50,000
Reconciliation to F/S					-
Estimated Ending Balance	$ 99,178	$ 121,769	$ 128,385	$ 193,072	$ 268,072

CAPITAL IMPROVEMENT PLAN
TRANSPORTATION IMPACT FEES - (FUND 2399)
Fiscal Years 2016 - 2020

	Year 1 FY 2016	Year 2 FY 2017	Year 3 FY 2018	Year 4 FY 2019	Year 5 FY 2020
Estimated Beginning Fund Balance	$ 268,072	$ 244,572	$ 221,622	$ 210,233	$ 199,416
Add:					
Operating Revenues	27,500	28,050	28,611	29,183	29,767
Transfers In	-	-	-	-	-
Total Revenues	27,500	28,050	28,611	29,183	29,767
Subtract:					
Operating Expenditures	-	-	-	-	-
Capital Expenditures	51,000	51,000	40,000	40,000	40,000
Transfers Out	-	-	-	-	-
Total Expenditures	51,000	51,000	40,000	40,000	40,000
Estimated Ending Balance	$ 244,572	$ 221,622	$ 210,233	$ 199,416	$ 189,183

CAPITAL IMPROVEMENT PLAN
TRANSPORTATION IMPACT FEES - (FUND 2399)
Fiscal Years 2016 - 2020

	Year 1 FY 2016	Year 2 FY 2017	Year 3 FY 2018	Year 4 FY 2019	Year 5 FY 2020	Total	Not Scheduled
Equipment							
						$ -	
						-	
Projects						-	
Pavement Projects	11,000	11,000	30,000	30,000	30,000	112,000	
(Pavement of Gravel Streets)						-	
Transportation Planning Document	30,000					30,000	
ADA Accessability Upgrade	10,000	10,000	10,000	10,000	10,000	50,000	
Storm Drain Feasibility Study		30,000				30,000	
						-	
						-	
Total	51,000	51,000	40,000	40,000	40,000	222,000	-



Project Name: Sprint Ambulance

Department: Livingston Fire & Rescue

Cost: $110,000

Scheduled: FY 16

Source of Funding: Split between Ambulance Fund and Fire/EMS Impact Fees

Project Description and Justification:
This continues the 4 year replacement program. Medic 2 is a 1996 ambulance with 129,000 miles. It is the oldest unit in the fleet and is due for replacement. LFR would like to replace this with a "van" type ambulance which would be much more fuel efficient and would decrease maintenance costs.

Alternatives:
An alternative is to not fund this ambulance, however in doing so; repair and maintenance costs will continue to climb, reducing financial resources for the future purchase of ambulances. This would also push our replacement program back.

Advantages of Approval:
If this ambulance is funded, if could be purchased in cash, avoiding interest costs. Repair and maintenance costs would decrease and fuel cost savings would be significant.

Impact on Future Operating Budgets:
Repair and maintenance costs for vehicles will continue to decrease, the newer the ambulance fleet becomes.

LIGHT MAINTENANCE FUND FINANCIAL ANALYSIS

FUND DESCRIPTION

The light maintenance fund is used to account for all the activities of the City's Light Maintenance District. The light maintenance district fund is used to pay for the electricity associated with running the lights within the City as well as maintaining and replacing the lights within the City limits.

The major revenue source to the Light Maintenance fund is the Light Maintenance Assessments. Other revenue sources include: penalty and interest on late assessment payments and investment earnings.

KEY REVENUE ASSUMPTIONS:

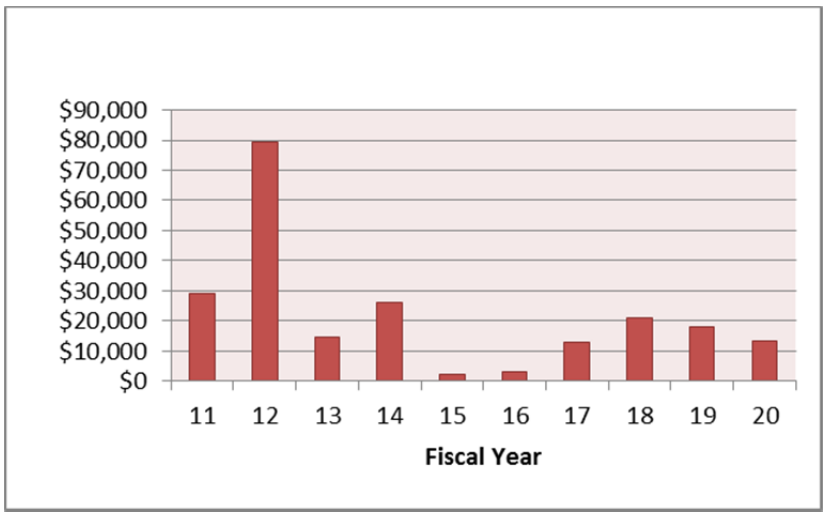
- No rate changes or inflationary adjustments are needed for this 5 year CIP.

KEY EXPENDITURE ASSUMPTIONS:

- Operating costs have been increased by an average of 2% per year.

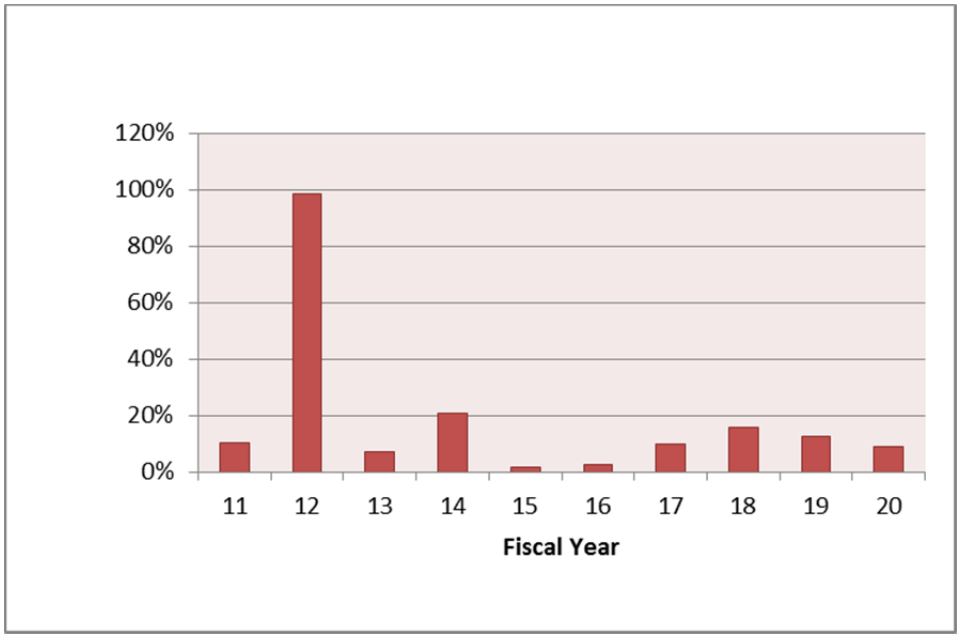
LIGHT MAINTENANCE FUND - FUND BALANCE

FY 11 – 14 Actual – Current year FY 15 Estimated – FY 16 – 20 Projected



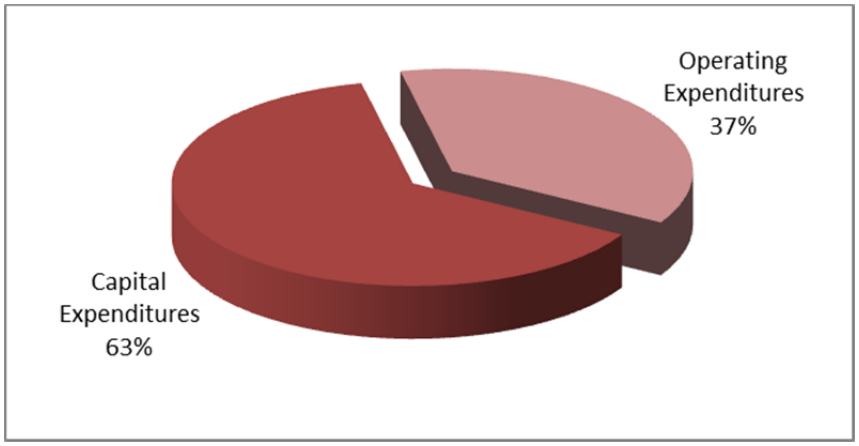
LIGHT MAINTENANCE FUND BALANCE AS % OF EXPENDITURES

FY 11 – 14 Actual – Current year FY 15 Estimated – FY 16 – 20 Projected



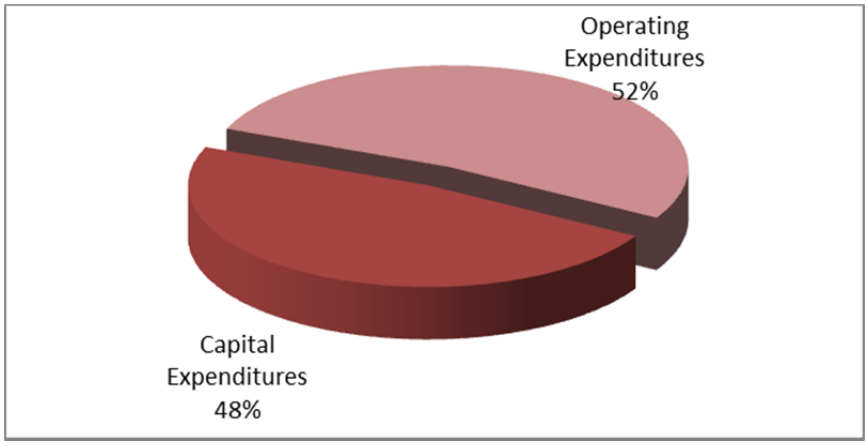
LIGHT MAINT. FUND - OPERATING & CAPITAL EXPENDITURES

Last five years (FY 11 – FY 15)



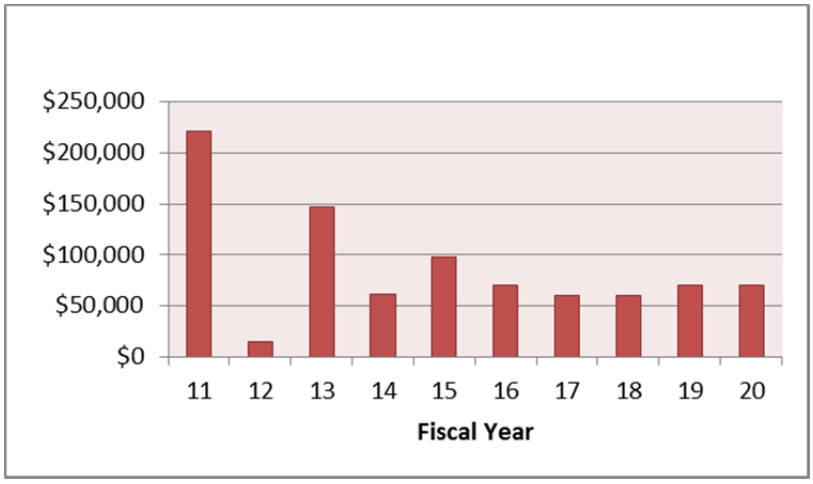
LIGHT MAINT. FUND - OPERATING & CAPITAL EXPENDITURES

Next five years – C I P (FY 16 – FY 20)



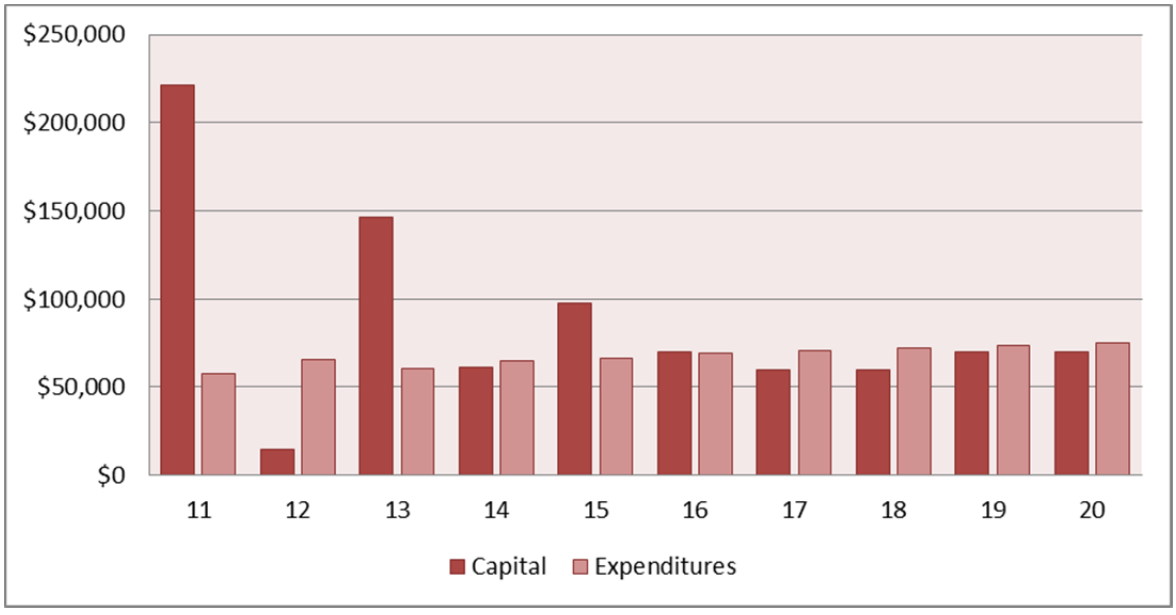
LIGHT MAINTENANCE FUND - CAPITAL EXPENDITURES

FY 11 – 14 Actual – Current year FY 15 Estimated – FY 16 – 20 Projected



CAPITAL EXPENDITURES VS OPERATING EXPENDITURES

FY 11 – 14 Actual – Current year FY 15 Estimated – FY 16 – 20 Projected



CAPITAL IMPROVEMENT PLAN
LIGHT MAINTENANCE DISTRICT FUND (2400)
Fiscal Years 2011 - 2015

	FY 2011	FY 2012	FY 2013	FY 2014	Projected FY 2015
Beginning Fund Balance	$ 175,573	$ 29,087	$ 79,495	$ 14,846	$ 26,079
Add:					
Operating Revenues	132,715	130,965	142,857	137,518	140,200
Transfers In	-	-	-	-	-
Total Revenues	132,715	130,965	142,857	137,518	140,200
Subtract:					
Operating Expenditures	57,581	65,829	60,752	65,086	66,000
Capital Expenditures	221,621	14,728	146,753	61,199	97,893
Transfers Out	-	-	-	-	-
Total Expenditures	279,202	80,557	207,505	126,284	163,893

CAPITAL IMPROVEMENT PLAN
LIGHT MAINTENANCE DISTRICT FUND (2400)
Fiscal Years 2016 - 2020

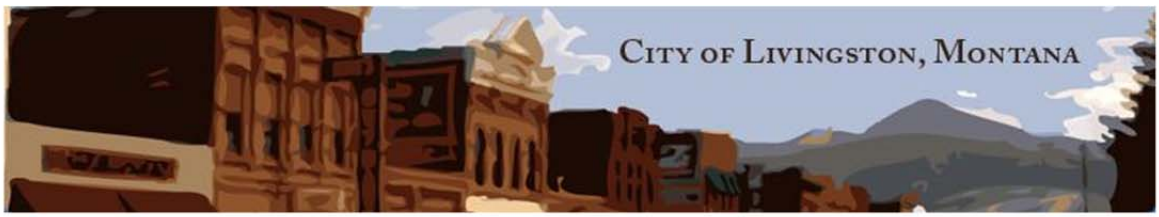
	Year 1 FY 2016	Year 2 FY 2017	Year 3 FY 2018	Year 4 FY 2019	Year 5 FY 2020
Estimated Beginning Fund Balance	$ 2,385	$ 3,329	$ 12,912	$ 21,107	$ 17,885
Add:					
Operating Revenues	140,224	140,248	140,273	140,299	140,325
Transfers In	-	-	-	-	-
Total Revenues	140,224	140,248	140,273	140,299	140,325
Subtract:					
Operating Expenditures	69,280	70,666	72,079	73,520	74,991
Capital Expenditures	70,000	60,000	60,000	70,000	70,000
Transfers Out	-	-	-	-	-
Total Expenditures	139,280	130,666	132,079	143,520	144,991

CAPITAL IMPROVEMENT PLAN
LIGHT MAINTENANCE DISTRICT FUND (2400)
Fiscal Years 2016 - 2020

	Year 1 FY 2016	Year 2 FY 2017	Year 3 FY 2018	Year 4 FY 2019	Year 5 FY 2020	Total	Not Scheduled
Equipment							
						$ -	
						-	
						-	
						-	
						-	
Projects						-	
						-	
Capital Impr. Plan Yr 2015	70,000					70,000	
Capital Impr. Plan Yr 2016		60,000				60,000	
Capital Impr. Plan Yr 2017			60,000			60,000	
Capital Impr. Plan Yr 2018				70,000		70,000	
Capital Impr. Plan Yr 2019					70,000	70,000	
						-	
Total	**70,000**	**60,000**	**60,000**	**70,000**	**70,000**	**330,000**	**-**

LIGHT MAINTENANCE DISTRICT FUND
RATE CHANGES & PROJECTION OF CUSTOMER GROWTH

	Projected				
	FY 16	FY 17	FY 18	FY 19	FY 20
Percentage Rate Changes/Customer Growth:					
Inflationary Adjustment	-	-	-	-	-
General Rate Increase	-	-	-	-	-
Increase in Rates Dedicated to CIP	-	-	-	-	-
Total Current Year Rate Changes	-	-	-	-	-
Customer Growth Rate	-	-	-	-	-
Total Percentage Increase in Base Year Revenues	-	-	-	-	-
Financial Impact on Average Residential Customer:					
Average Monthly LMD Bill	$ 2.19	$ 2.19	$ 2.19	$ 2.19	$ 2.19
Current Year Percentage Rate Change	-	-	-	-	-
Projected Monthly Incr in Residential Tax Bill	$ -	$ -	$ -	$ -	$ -
Typical Residential Bill (yearly)	$ 26.32	$ 26.32	$ 26.32	$ 26.32	$ 26.32



Project Name: **Residential & Downtown Street light Prices**

Department: **Light Maintenance**

Cost: **Residential - $2087. + Installation - $1100.**
Downtown - $3587. + Installation - $1600.

Scheduled for: **2016 & Beyond**

Source of Funding: **Light Maintenance**

Project Description and Justification:
The process of changing out all of Northwestern Energy lights to city lights will save us money and the new lights we are installing look much better than the Northwestern Energy lights that are already there.

Alternatives:
Stay with Northwestern Energy lights

Advantages of Approval:
Saving the city money by putting in our own lights

Impact on Future Operating Budgets:
None

City of Livingston
Incorporated 1889

STREET MAINTENANCE FUND FINANCIAL ANALYSIS

FUND DESCRIPTION

The street maintenance fund is used to account for all the activities of the City's Street Maintenance District. The street maintenance district fund is used to pay for repair, maintenance, and improvements of the City's streets.

The major revenue source to the Street Maintenance fund is the Street Maintenance Assessments. Other revenue sources include: penalty and interest on late assessment payments and investment earnings.

KEY REVENUE ASSUMPTIONS:

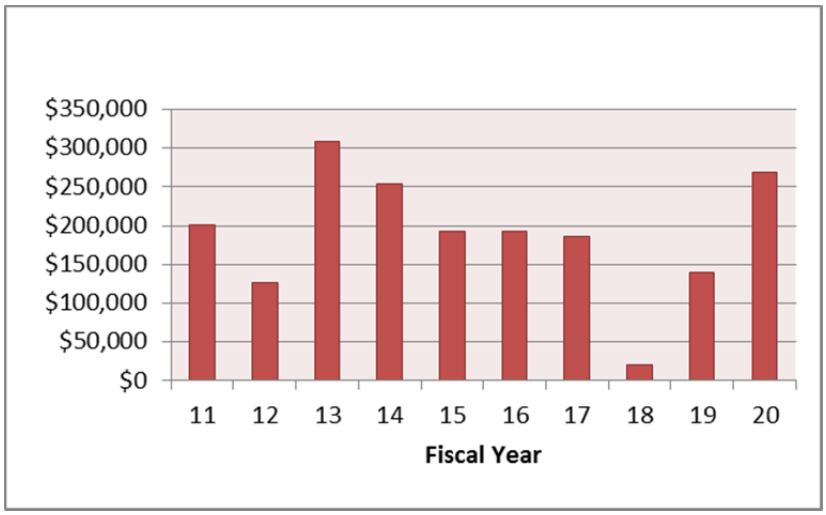
- Street Maintenance District assessments are projected to increase 4% in FY16, 17, & 18, and 2% a year for Fiscal Year 2019 and 2020.

KEY EXPENDITURE ASSUMPTIONS:

- Personnel Costs are projected to increase 2% per year for all 5 years.
- Health Insurance Costs have been increased 3% for the entire term of the CIP.
- Operating costs have been increased by an average of 2% per year.

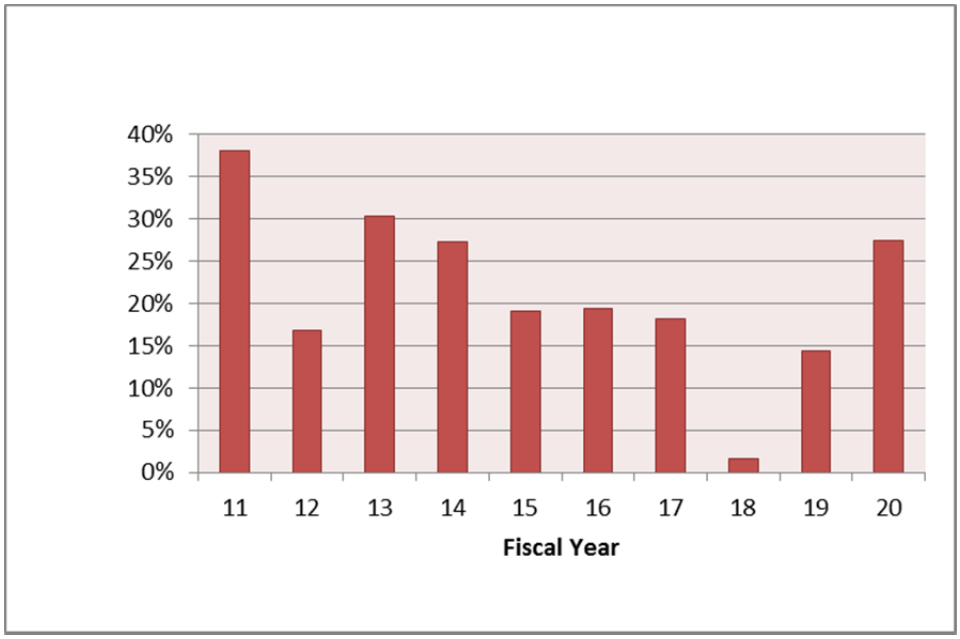
STREET MAINTENANCE FUND - FUND BALANCE

FY 11 – 14 Actual – Current year FY 15 Estimated – FY 16 – 20 Projected



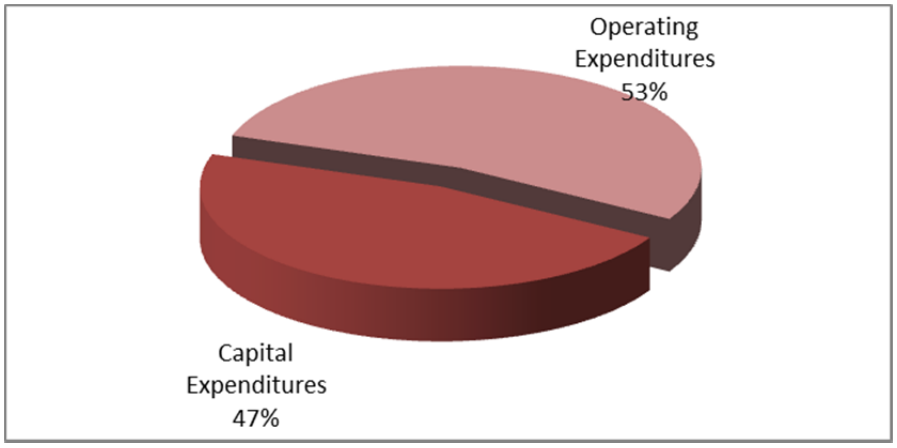
STREET MAINTENANCE FUND BALANCE AS % OF EXPENDITURES

FY 11 – 14 Actual – Current year FY 15 Estimated – FY 16 – 20 Projected



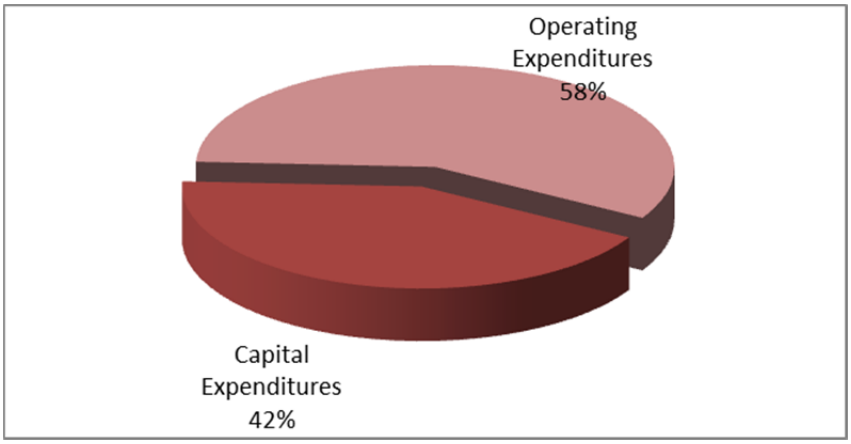
STREET MAINT. FUND - OPERATING & CAPITAL EXPENDITURES

Last five years (FY 11 – FY 15) _____



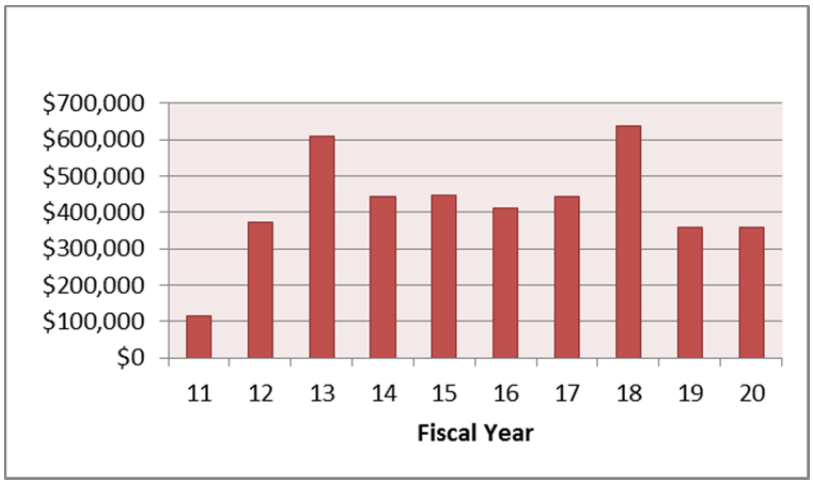
STREET MAINT. FUND - OPERATING & CAPITAL EXPENDITURES

Next five years – C I P (FY 16 – FY 20) _____



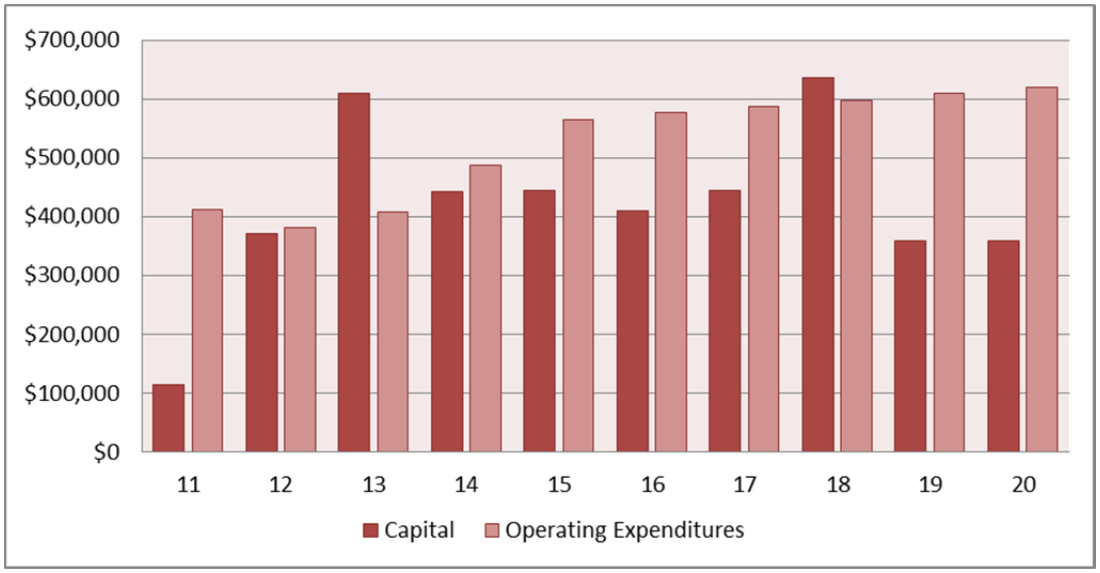
STREET MAINTENANCE FUND - CAPITAL EXPENDITURES

FY 11 – 14 Actual – Current year FY 15 Estimated – FY 16 – 20 Projected



CAPITAL EXPENDITURES VS OPERATING EXPENDITURES

FY 11 – 14 Actual – Current year FY 15 Estimated – FY 16 – 20 Projected



CAPITAL IMPROVEMENT PLAN
STREET MAINTENANCE DISTRICT FUND (2500)
Fiscal Years 2011 - 2015

	FY 2011	FY 2012	FY 2013	FY 2014	Projected FY 2015
Beginning Fund Balance	$ 12,788	$ 200,549	$ 127,044	$ 307,920	$ 254,451
Add:					
Operating Revenues	714,565	680,209	1,198,818	877,590	949,500
Transfers In	-	-	-	-	-
Total Revenues	714,565	680,209	1,198,818	877,590	949,500
Subtract:					
Operating Expenditures	412,573	382,177	407,818	487,877	565,822
Capital Expenditures	114,230	371,379	610,127	443,181	445,571
Transfers Out	-	-	-	-	-
Total Expenditures	526,803	753,556	1,017,945	931,059	1,011,393
Reconciliation to F/S	(1)	(157)	2	-	-
Estimated Ending Balance	$ 200,549	$ 127,044	$ 307,920	$ 254,451	$ 192,558

CAPITAL IMPROVEMENT PLAN
STREET MAINTENANCE DISTRICT FUND (2500)
Fiscal Years 2016 - 2020

	Year 1 FY 2016	Year 2 FY 2017	Year 3 FY 2018	Year 4 FY 2019	Year 5 FY 2020
Estimated Beginning Fund Balance	$ 192,558	$ 192,103	$ 186,708	$ 19,988	$ 139,508
Add:					
Operating Revenues	987,480	1,026,979	1,068,058	1,089,420	1,111,208
Transfers In	-	-	-	-	-
Total Revenues	987,480	1,026,979	1,068,058	1,089,420	1,111,208
Subtract:					
Operating Expenditures	577,184	587,874	598,778	609,900	621,245
Capital Expenditures	410,750	444,500	636,000	360,000	360,000
Transfers Out	-	-	-	-	-
Total Expenditures	987,934	1,032,374	1,234,778	969,900	981,245
Estimated Ending Balance	$ 192,103	$ 186,708	$ 19,988	$ 139,508	$ 269,471

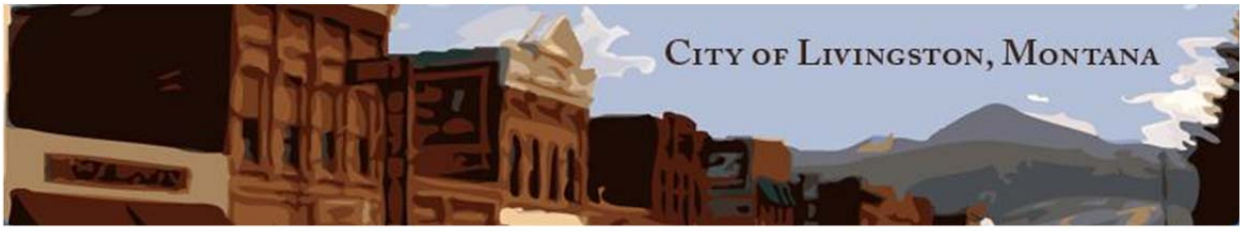
CAPITAL IMPROVEMENT PLAN
STREET MAINTENANCE DISTRICT FUND (2500)
Fiscal Years 2016 - 2020

	Year 1 FY 2016	Year 2 FY 2017	Year 3 FY 2018	Year 4 FY 2019	Year 5 FY 2020	Total	Not Scheduled
Equipment							
Vehicles			26,000			26,000	
Loader			250,000			250,000	
Paint Sprayer		6,500				6,500	
Durapatcher		78,000				78,000	
Tires for Equipment	10,000					10,000	
Plow	11,000					11,000	
Sander	10,000					10,000	
Loader Mounted Snow Blower						-	50,000
Cold Storage Bldg ($150K Split b/w SMD, Water, Sewer)						-	50,000
Tandem Dump Truck						-	180,000
Add'l 1 FTE						-	293,700
Add'l .50 FTE *(Split with Solid Waste)*	-	-	-	-	-	-	146,853
Projects							
Capital Impr. Plan Yr 2015	300,000					300,000	
Capital Impr. Plan Yr 2016	20,000	300,000				320,000	
Capital Impr. Plan Yr 2017		20,000	300,000			320,000	
Capital Impr. Plan Yr 2018			20,000	300,000		320,000	
Capital Impr. Plan Yr 2019				20,000	300,000	320,000	
Capital Impr. Plan Yr 2020					20,000	20,000	
Pavement Projects *(Pavement of Gravel Streets out of Impact Fees)*	20,000	40,000	40,000	40,000	40,000	180,000	
Perimeter Fence *($31K Split b/w SMD, Water, Sewer, SW)*	7,750					7,750	
Connectivity Street Shop To City Server	1,000					1,000	
Storm Drainage Cleaning - Underpass to Geyser *($50K Split b/w Sewer & SMD)*	25,000					25,000	
Alley b/w 7th & 8th Street Improvements						-	30,000
Yellowstone Street Storm Drain						-	346,500
Pressure Wash Underpass	6,000					6,000	
Total	**410,750**	**444,500**	**636,000**	**360,000**	**360,000**	**2,211,250**	**1,097,053**

STREET MAINTENANCE FUND
RATE CHANGES & PROJECTION OF CUSTOMER GROWTH

	----------Projected----------				
	FY 16	FY 17	FY 18	FY 19	FY 20
Percentage Rate Changes/Customer Growth:					
Inflationary Adjustment	2.00	2.00	2.00	2.00	2.00
General Rate Increase	-	-	-	-	-
Increase in Rates Dedicated to CIP	2.00	2.00	2.00	-	-
Total Current Year Rate Changes	4.00	4.00	4.00	2.00	2.00
Customer Growth Rate	-	-	-	-	-
Total Percentage Increase in Base Year Revenues	4.00	4.00	4.00	2.00	2.00

Financial Impact on Average Residential Customer:					
Average Monthly SMD Bill	$ 14.33	$ 14.90	$ 15.50	$ 16.12	$ 16.44
Current Year Percentage Rate Change	4.00	4.00	4.00	2.00	2.00
Projected Monthly Incr in Residential Tax Bill	$ 0.57	$ 0.60	$ 0.62	$ 0.32	$ 0.33
Projected Yearly Incr in Residential Tax Bill	$ 6.88	$ 7.15	$ 7.44	$ 3.87	$ 3.95
Typical Residential Bill (yearly)	$ 178.84	$ 185.99	$ 193.43	$ 197.30	$ 201.25



Project Name: Street Maintenance Vehicles

Department: Street Maintenance

Cost: $26,000

Scheduled: FY 2018

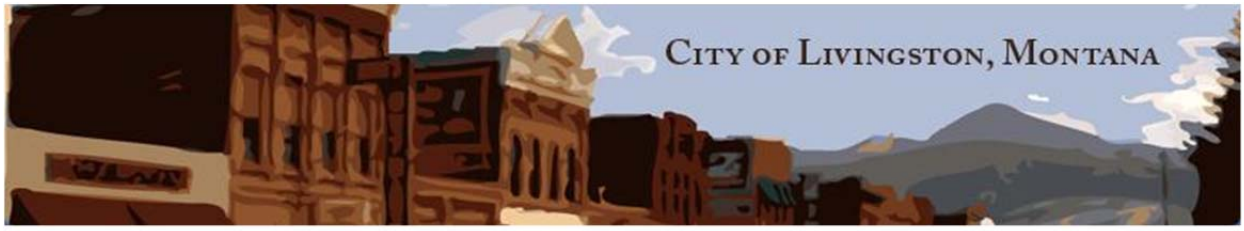
Source of Funding: Street Maintenance

Project Description and Justification:
The Street Department tries to replace their vehicles every twelve years or 100,000 miles. There are three vehicles in this department that are over twelve years old and two have over 100,000 miles.

Alternatives:
An alternative would be to not replace these vehicles; however, older equipment is less reliable and has higher repair costs.

Advantages of Approval:
This would allow us to schedule long term replacement programs. It would also allow other departments to have a vehicle replacement plan.

Impact on Future Operating Budgets:
Reduced repair and maintenance costs could be realized once older vehicles are replaced.



Project Name: **Loader**

Department: **Street Maint. Dept.**

Cost: **$250,000**

Scheduled: **FY18**

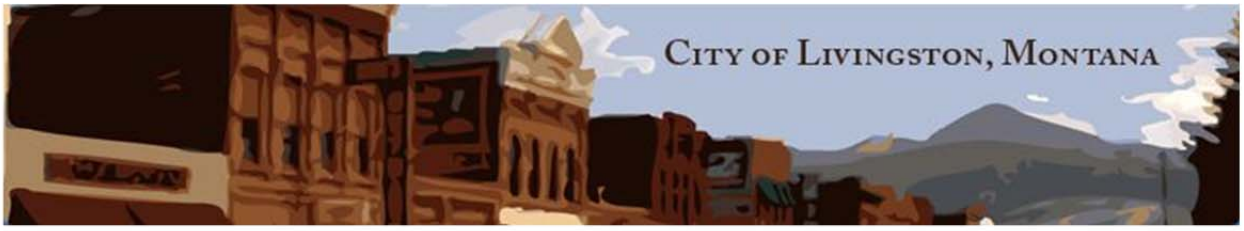
Source of Funding: **Street Maintenance District Fund**

Project Description and Justification: The Street Department has two loaders, and the department's goal is to maintain the loader twenty year replacement schedules. The oldest Loader is over twenty years old. The street department utilizes their loaders almost daily and it is important to have reliable, efficiently running equipment to provide the level of service the public has come to expect.

Alternatives:
An alternative would be to not replace this loader; however, older equipment is less reliable and has higher repair and maintenance costs.

Advantages of Approval:
Replacing this older piece of equipment would reduce repair and maintenance costs, which have become higher now that it is approaching the end of its useful life.

Impact on Future Operating Budgets:
Lower repair and maintenance costs could be realized once older equipment has been replaced.



Project Name: **Paint Sprayer**

Department: **Street**

Cost: **$6,500**

Scheduled for: **FY 2017**

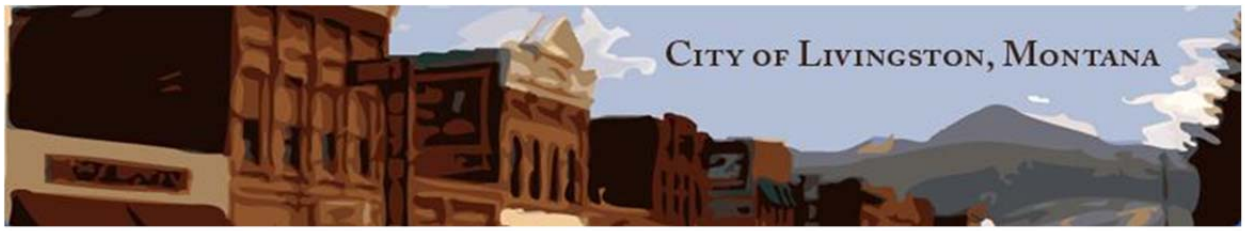
Source of Funding: **Street Department**

Project Description and Justification:
For striping streets and painting curbs.

Alternatives:
Continue painting with a roller

Advantages of Approval:
Painting with a sprayer would save a lot of time and does a better job than painting with a roller.

Impact on Future Operating Budgets:
None



Project Name: **Durapatcher**

Department: **Street Maintenance**

Cost: **$85,000**

Scheduled: **FY 2017**

Source of Funding: **Street Maintenance Fund**

Project Description and Justification:
Currently the Street Department spends approximately $11,000 per year in rental fees for a pothole patcher. It is an effective way of fixing potholes as the process both patches and chip seals the hole. If this equipment were purchased and owned by the city as opposed to renting, we would eliminate rental costs, and could apply the savings to put towards oil for incremental patching. Finally, owning the equipment will allow the department to patch year round instead of working on shorter term deadlines when the equipment is rented.

Alternatives:
Continue renting equipment. Street department recommends increasing future rental operating budget to allow for additional projects to be completed with this piece of equipment.

Advantages of Approval:
Owning the equipment would allow for more flexibility to complete projects year round as opposed to working during condensed rental timeframes.

Impact on Future Operating Budgets:
Rental fees paid out of operating budget will be eliminated. Normal repair and maintenance for this item will need to be added to the operating budget.

Project Name: **Tires**

Department: **Street**

Cost: **$10,000**

Grader: $4,000
Tandem Dump Truck: $5,000
Pick Ups: $1,000

Scheduled for: **FY 2016**

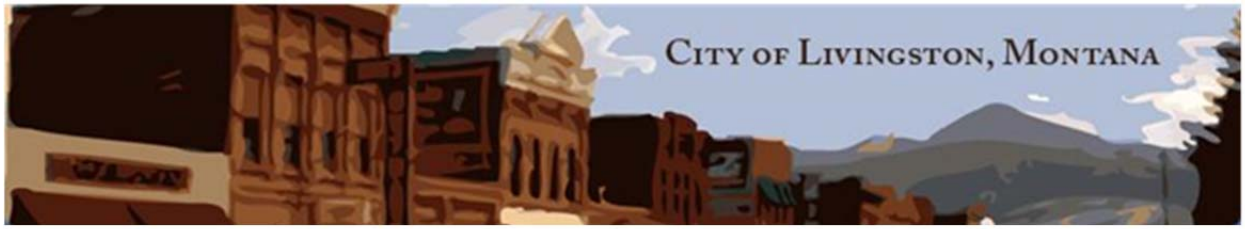
Source of Funding: **Street**

Project Description and Justification:
Several pieces of Heavy Equipment are due to have their tires replaced in FY 2016.

Alternatives:
Take out of normal operating expenditures which will leave us short for other repairs.

Advantages of Approval: Tires need to be replaced.

Impact on Future Operating Budgets: None.



Project Name: **Plow for Dump Truck**

Department: **Street Maintenance**

Cost: **$11,000**

Scheduled: **FY 16**

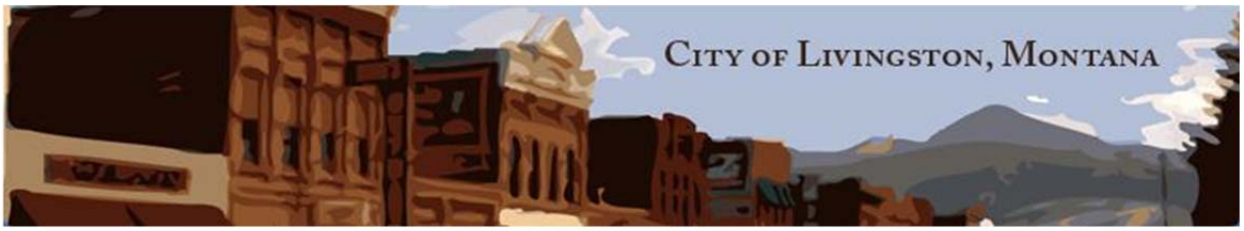
Source of Funding: **Street Maintenance District Fund**

Project Description and Justification:
The Street Department currently has 2 plows in good condition. However, the city has 3 dump trucks capable of running plows. Adding one additional plow to the fleet will allow the department to be more efficient in the amount of time clearing plow routes. Additionally, during severe weather with blowing and drifting snow, a third plow will allow the department to best keep up with conditions and keep streets clear.

Alternatives:
Continue plowing status quo.

Advantages of Approval:
Improved service for citizens during peak snow removal situations.

Impact on Future Operating Budgets:
None. Minimal maintenance.



Project Name: **Sander**

Department: **Street**

Cost: **$10,000**

Scheduled for: **FY2016**

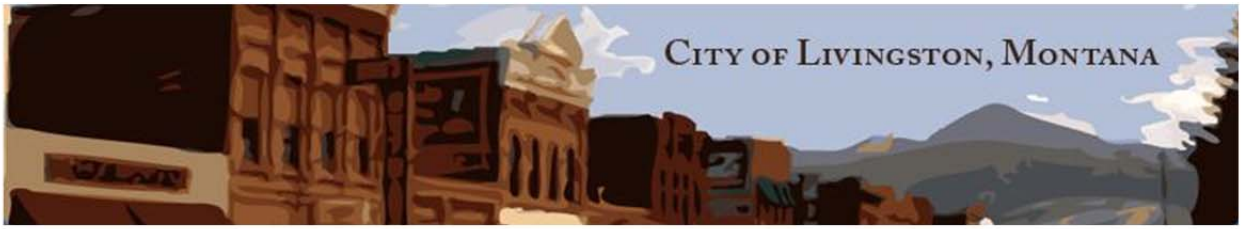
Source of Funding: **Street Department**

Project Description and Justification:
Replace the current 2005 sander we currently have that is getting extremely worn and is going to be in need of costly repairs.

Alternatives:
Keep using the old one and pay for costly repairs

Advantages of Approval:
Avoid costly repairs on the current one

Impact on Future Operating Budgets:
None



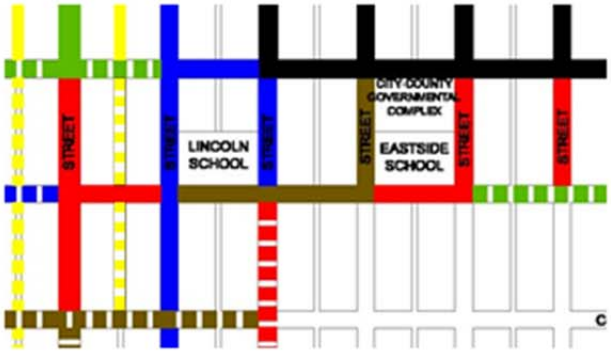
Project Name: 100 and 200 block of South Main Street, 100 and 400 blocks of East Lewis Street, and the 100 blocks of South E and F Streets (Capital Improvement Plan Year 2015)

Department: Street Maintenance District

Scheduled: FY16

Current Year Cost: $300,000

Source of Funding: Street Maintenance District Unrestricted Funds

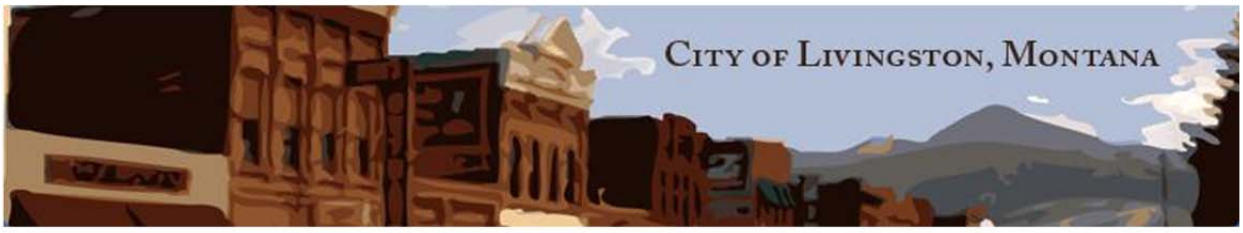


Project Description and Justification:
Resurfacing of the streets after the replacement of Water and Sewer mains on the 100 and 200 blocks of South Main Street, 100 and 400 blocks of East Lewis, and the 100 blocks of South E and F Street. This is the heart of the downtown area, a place traveled frequently by both citizens and tourists alike.

Alternatives: Abandon the 10 Year plan. Leave street unpaved and patched after the water and sewer main replacements.

Advantages of Approval: Continue on track with the 10 Year plan.

Impact on Future Operating Budgets: Reduced water and sewer main maintenance in this area of town as well as reduced risk of main breaks. Reduced insurance costs could also result.



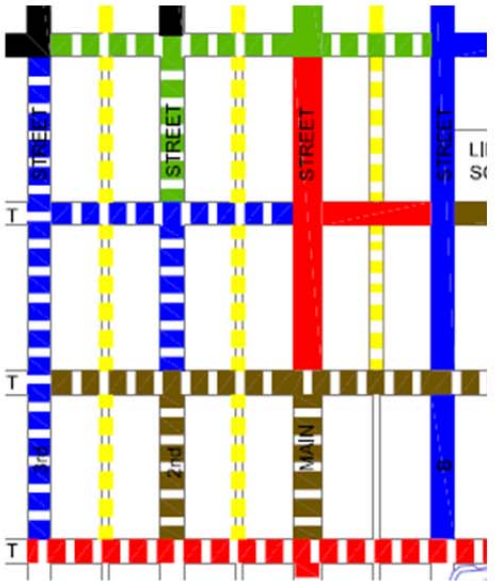
Project Name: 6 Blocks of Alleys Downtown from Callender Street to Geyser Street between Main Street & 3rd Street, 2 blocks of Alleys between Main and B St from Callender to Lewis St (Capital Improvement Plan Year 2016)

Department: Street Maintenance District

Current Year Cost: $300,000

Scheduled: FY17

Source of Funding: Street Maintenance District Unrestricted Funds

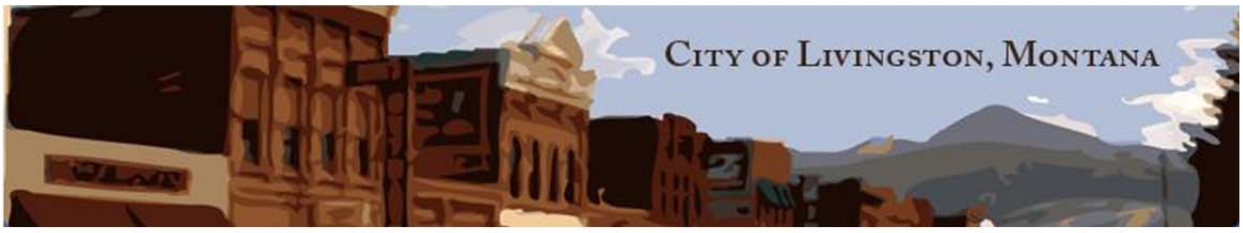


Project Description and Justification: Paving of the alleys from 3rd Street to Main Street between Callender and Geyser Streets after replacing Water and Sewer mains. The water mains are on top of the sewer mains making this a more expensive project than most for both the Water and Sewer funds, but the alleys are less expensive to resurface, making this less expensive for SMD.

Alternatives: Abandon the 10 Year plan.

Advantages of Approval: Continue on track with the 10 Year plan.

Impact on Future Operating Budgets: Reduced water and sewer main maintenance in this area of town as well as reduced risk of main breaks. Reduced insurance costs could also result.



Project Name: Callender Street from 3rd to B Street, Lewis Street from E to H Street, G Street from Callender to Lewis (Capital Improvement Plan Year 2017)

Department: Street Maintenance District

Current Year Cost:
$300,000

Scheduled: FY18

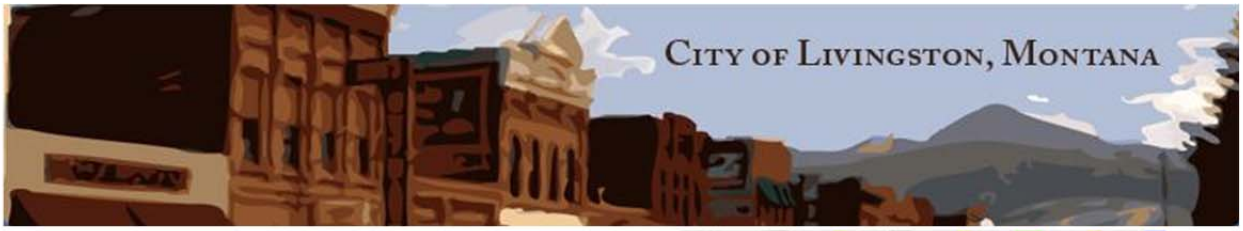
Source of Funding: Street Maintenance District Unrestricted Funds

Project Description and Justification:
Replacement of streets following the water and sewer main replacements on the following streets; 200 and 100 block of West Callender Street, 100 block of East Callender Street, 500 to 700 block of East Lewis Street, and the 100 block of South G Street.

Alternatives:
Abandon the 10 Year plan.

Advantages of Approval:
Continue on track with the 10 Year plan.

Impact on Future Operating Budgets:
Reduced water and sewer main maintenance in this area of town as well as reduced risk of main breaks. Reduced insurance costs could also result.



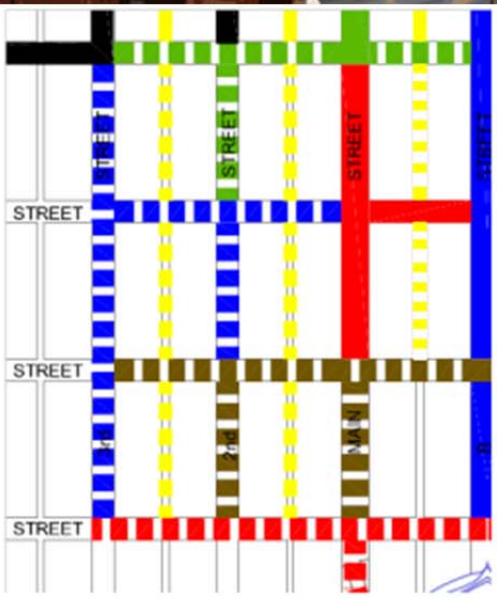
Project Name: 3rd Street from Callender to Geyser Street, Lewis Street from 3rd to Main Street, 2nd Street from Lewis to Clark Street(Capital Improvement Plan Year 2018)

Department: Street Maintenance District

Current Year Cost: $300,000

Scheduled: FY19

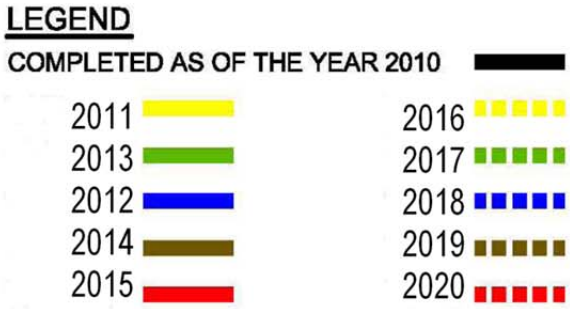
Source of Funding: Street Maintenance District Unrestricted Funds



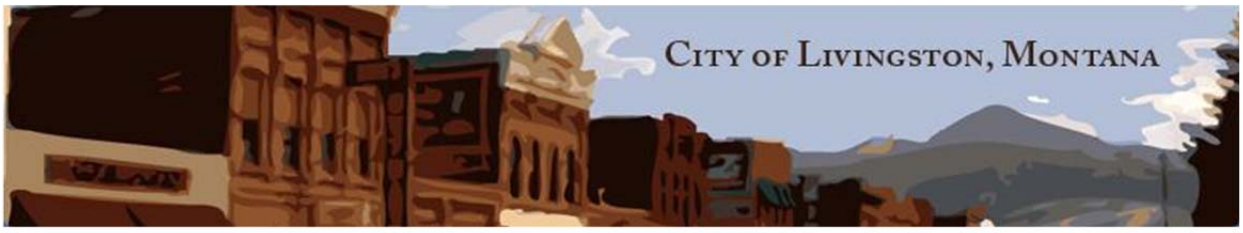
Project Description and Justification: Replacement of streets following the water and sewer main replacements on the following streets: 3rd Street from Callender to Geyser Street, Lewis Street from 3rd to Main Street, 2nd Street from Lewis to Clark Street

Alternatives:
Abandon the 10 Year plan.

Advantages of Approval:
Continue on track with the 10 Year plan.



Impact on Future Operating Budgets:
Reduced water and sewer main maintenance in this area of town as well as reduced risk of main breaks. Reduced insurance costs could also result.



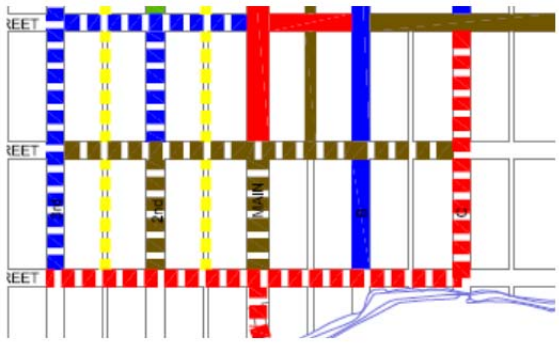
Project Name: Clark Street from 3rd Street to C Street, 300 blocks of South Main & 2nd Streets (Capital Improvement Plan Year 2019)

Department: Street Maintenance District

Current Year Cost: $300,000

Scheduled: FY 20

Source of Funding: Street Maintenance District Unrestricted Funds

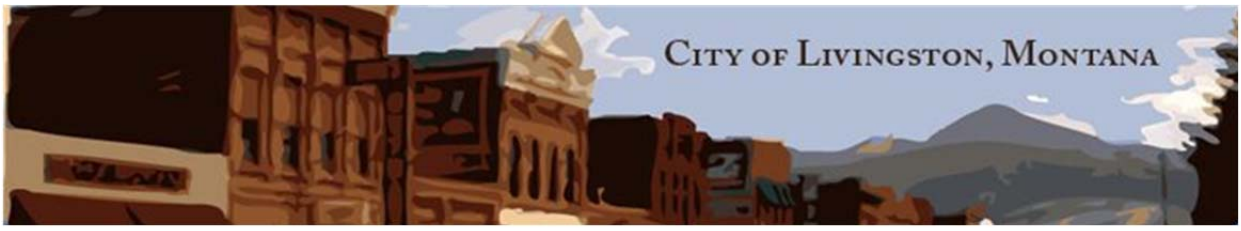


Project Description and Justification:
Replacement of streets following the water and sewer main replacements on the following streets: Clark Street from 3rd Street to C Street, 300 blocks of South Main & 2nd Streets

Alternatives:
Abandon the 10 Year plan.

Advantages of Approval:
Continue on track with the 10 Year plan.

Impact on Future Operating Budgets:
Reduced water and sewer main maintenance in this area of town as well as reduced risk of main breaks. Reduced insurance costs could also result.



Project Name: Pavement Projects

Department: Street Maintenance Department

Cost: $20,000 in FY 16, $40,000 per year thereafter

Scheduled: FY16 – FY20

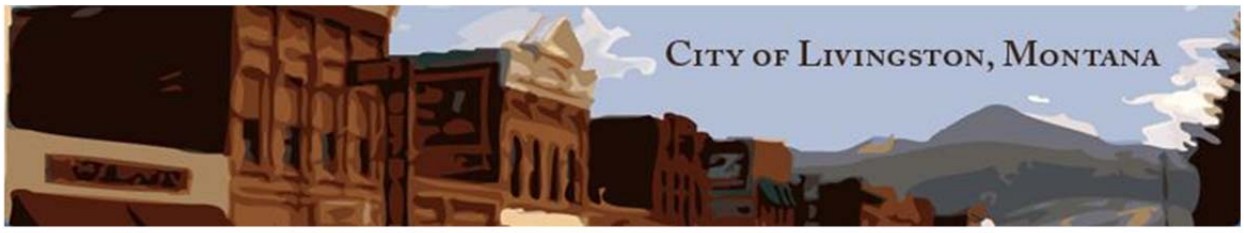
Source of Funding: Street Maintenance Department

Project Description and Justification:
Street overlays are needed to maintain the City's streets for long periods of time. This is something that has not been done much in the past, but if the Street Department can do this for the next three years we can reduce the project size and in time we can cut it in half.

Alternatives:
Continue to patch holes and chip seal.

Advantages of Approval:
If we can continue with our overlay plans and along with the ten year infrastructure program we will have most of our street in town last a 29 year life and then will be able to reduce our maintenance costs.

Impact on Future Operating Budgets:
Reduced maintenance costs can be realized once streets are overlaid.



Project Name: Perimeter Fence

Department: Split between SMD, Water, Sewer & Solid Waste

Cost: $31,000. ($7,750 each)

Scheduled for: Currently Unscheduled

Source of Funding: Split between SMD, Water, Sewer & Solid Waste

Project Description and Justification:
Installing fence the perimeter of the Public Works plant to ensure security and control over the grounds.

Alternatives:
Leave the perimeter open

Advantages of Approval:
Ensure security and control over the plant

Impact on Future Operating Budgets:
None

LIBRARY FUND FINANCIAL ANALYSIS

FUND DESCRIPTION

The Public Library operating fund includes the costs associated with operating and maintaining the city-county library. Fifty-one percent of the library's revenue is received from Park County, 43% from the City of Livingston, approximately 5% from library-generated income, such as fees, fines, interest income and donations, and less than 1% from state support for public libraries.

The Library Capital Improvement fund accounts for funds set aside for capital improvements to the library building. The revenue sources for this fund are transfers from the operating fund.

KEY REVENUE ASSUMPTIONS:

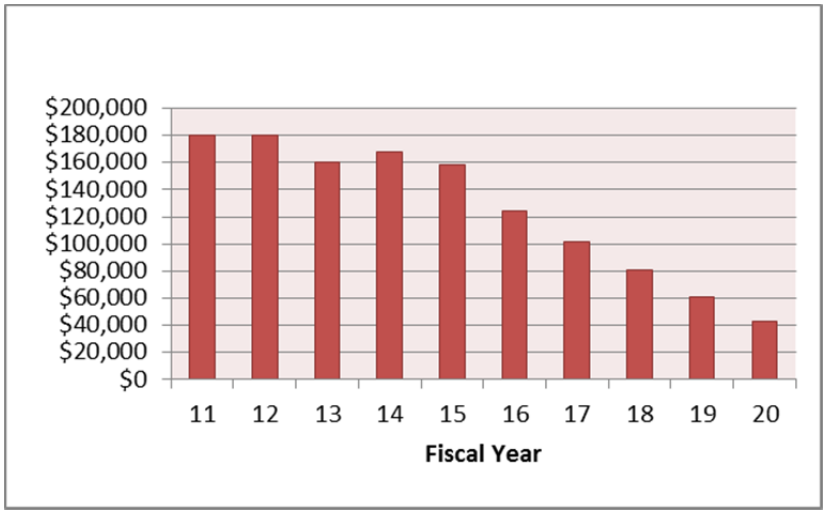
- Tax revenues will increase by 2% per year.
- The city commission has decided to allocate an additional mill, to the Library operating fund in addition to the compact required 7 mills. An incremental mill has been allocated for three years, FY15-FY17
- This plan also assumes a dollar per dollar match from Park County, however this has not been committed to by the County Commission for FY 2016.

KEY EXPENDITURE ASSUMPTIONS:

- Personnel costs (excluding health insurance) increase 4% in FY16 and increase by 2% for the following 4 years.
- Operating costs increase by an average of 2% per year.

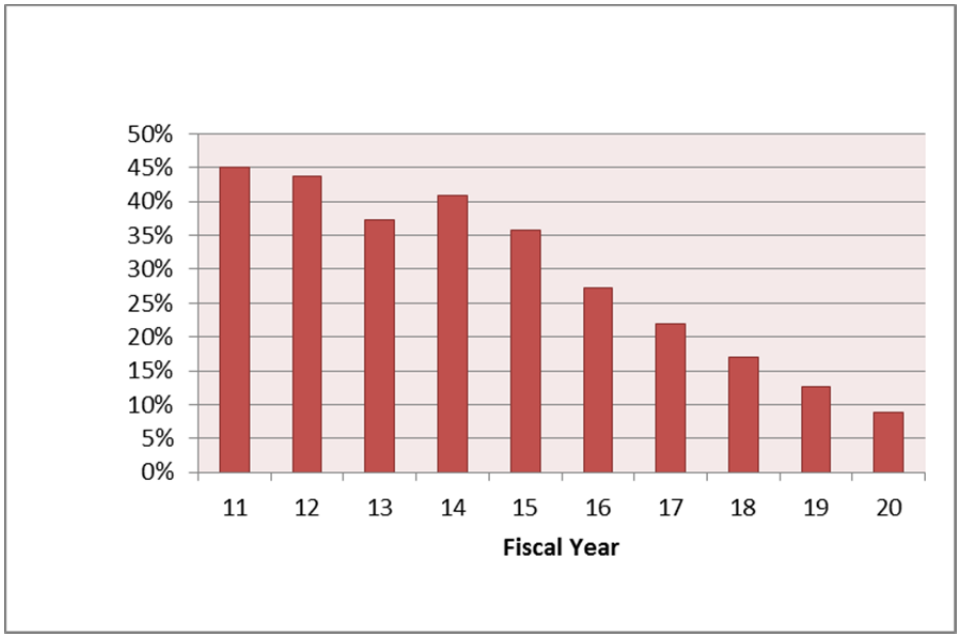
LIBRARY OPERATING FUND - FUND BALANCE

FY 11 – 14 Actual – Current year FY 15 Estimated – FY 16 – 20 Projected



LIBRARY OPERATING FUND BALANCE AS % OF EXPENDITURES

FY 11 – 14 Actual – Current year FY 15 Estimated – FY 16 – 20 Projected



CAPITAL IMPROVEMENT PLAN
LIBRARY OPERATING FUND (2220)
Fiscal Years 2011 - 2015

	FY 2011	FY 2012	FY 2013	FY 2014	Projected FY 2015
Beginning Fund Balance	$ 198,835	$ 179,753	$ 180,101	$ 159,900	$ 167,771
Add:					
Operating Revenues	379,345	412,028	407,468	389,811	433,509
Transfers In (City Contribution)	-	-	-	27,500	-
Total Revenues	379,345	412,028	407,468	417,311	433,509
Subtract:					
Operating Expenditures	398,448	411,675	427,667	409,440	442,835
Capital Expenditures	-	-	-	-	-
Transfers Out	-	-	-	-	-
Total Expenditures	398,448	411,675	427,667	409,440	442,835
Reconciliation to F/S	21	(5)	(2)	-	
Estimated Ending Balance	$ 179,753	$ 180,101	$ 159,900	$ 167,771	$ 158,444

CAPITAL IMPROVEMENT PLAN
LIBRARY OPERATING FUND (2220)
Fiscal Years 2016 - 2020

	Year 1 FY 2016	Year 2 FY 2017	Year 3 FY 2018	Year 4 FY 2019	Year 5 FY 2020
Estimated Beginning Fund Balance	$ 158,444	$ 124,476	$ 102,040	$ 80,979	$ 61,357
Add:					
Operating Revenues	423,385	443,476	453,580	463,923	474,511
Transfers In	-	-	-	-	-
Total Revenues	423,385	443,476	453,580	463,923	474,511
Subtract:					
Operating Expenditures	457,354	465,912	474,640	483,544	492,625
Capital Expenditures	-	-	-	-	-
Transfers Out	-	-	-	-	-
Total Expenditures	457,354	465,912	474,640	483,544	492,625
Estimated Ending Balance	$ 124,476	$ 102,040	$ 80,979	$ 61,357	$ 43,242

CAPITAL IMPROVEMENT PLAN
LIBRARY CAPITAL IMPROVEMENT FUND (4020)
Fiscal Years 2011 - 2015

	FY 2011	FY 2012	FY 2013	FY 2014	Projected FY 2015
Beginning Fund Balance	$ 28,820	$ 34,515	$ 43,578	$ 48,445	$ 44,035
Add:					
Operating Revenues	245	228	138	450	200
Transfers In	14,000	8,835	4,728	-	-
Total Revenues	14,245	9,063	4,866	450	200
Subtract:					
Operating Expenditures	-	-	-	-	-
Capital Expenditures	8,551	-	-	4,860	4,860
Transfers Out	-	-	-	-	-
Total Expenditures	8,551	-	-	4,860	4,860
Reconciliation to F/S	1	-	1		
Estimated Ending Balance	$ 34,515	$ 43,578	$ 48,445	$ 44,035	$ 39,375

CAPITAL IMPROVEMENT PLAN
LIBRARY CAPITAL IMPROVEMENT FUND (4020)
Fiscal Years 2016 - 2020

	Year 1 FY 2016	Year 2 FY 2017	Year 3 FY 2018	Year 4 FY 2019	Year 5 FY 2020
Estimated Beginning Fund Balance	$ 39,375	$ 39,581	$ 39,794	$ 40,012	$ 40,237
Add:					
Operating Revenues	206	212	219	225	232
Transfers In	-	-	-	-	-
Total Revenues	206	212	219	225	232
Subtract:					
Operating Expenditures	-	-	-	-	-
Capital Expenditures	-	-	-	-	-
Transfers Out	-	-	-	-	-
Total Expenditures	-	-	-	-	-
Estimated Ending Balance	$ 39,581	$ 39,794	$ 40,012	$ 40,237	$ 40,469

RAILROAD UNDERPASS FUND FINANCIAL ANALYSIS

FUND DESCRIPTION

The railroad underpass fund is used to accumulate funds for the construction of the City of Livingston's west side railroad underpass. Local funding is in the form of a 5 year mill levy, allowing the City to levy up to 11.25 mills. The construction phase is dependent on Federal Appropriations.

KEY REVENUE ASSUMPTIONS:

- The final year of assessment collection was FY 2013

KEY EXPENDITURE ASSUMPTIONS:

- Total project cost is estimated to be $9,200,000.00

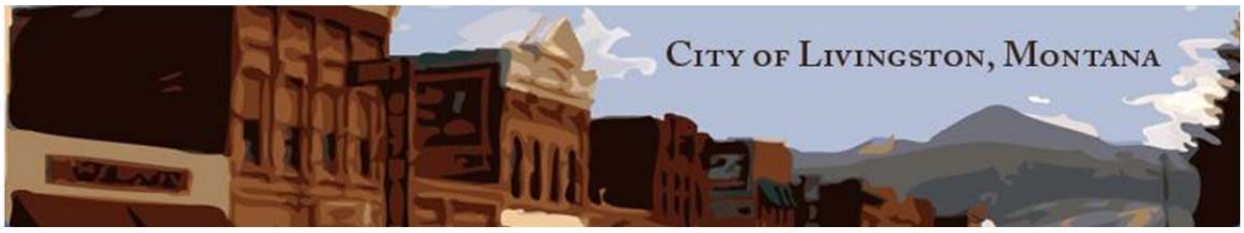
CAPITAL IMPROVEMENT PLAN
RAILROAD UNDERPASS FUND (4099)
Fiscal Years 2011 - 2015

	FY 2011	FY 2012	FY 2013	FY 2014	Projected FY 2015
Beginning Fund Balance	$ 198,300	$ 158,780	$ 260,179	$ 384,429	$ 359,021
Add:					
Operating Revenues	118,219	117,121	124,250	10,418	5,495
Transfers In	-	-	-	-	-
Total Revenues	118,219	117,121	124,250	10,418	5,495
Subtract:					
Operating Expenditures	110	-	-	-	-
Capital Expenditures	157,629	15,722	-	35,826	147,025
Transfers Out	-	-	-	-	-
Total Expenditures	157,739	15,722	-	35,826	147,025
Reconciliation to F/S	-	(1)			
Estimated Ending Balance	$ 158,780	$ 260,179	$ 384,429	$ 359,021	$ 217,491

CAPITAL IMPROVEMENT PLAN
RAILROAD UNDERPASS FUND (4099)
Fiscal Years 2016 - 2020

	Year 1 FY 2016	Year 2 FY 2017	Year 3 FY 2018	Year 4 FY 2019	Year 5 FY 2020
Estimated Beginning Fund Balance	$ 217,491	$ 0	$ 0	$ 0	$ 0
Add:					
Operating Revenues	1,030	-	-	-	-
Transfers In	-	-	-	-	-
Total Revenues	1,030	-	-	-	-
Subtract:					
Operating Expenditures	-	-	-	-	-
Capital Expenditures	218,521	-	-	-	-
Transfers Out	-	-	-	-	-
Total Expenditures	218,521	-	-	-	-
Estimated Ending Balance	$ 0	$ 0	$ 0	$ 0	$ 0

CAPITAL IMPROVEMENT PLAN RAILROAD UNDERPASS FUND (4099) Fiscal Years 2016 - 2020							
	Year 1 FY 2016	Year 2 FY 2017	Year 3 FY 2018	Year 4 FY 2019	Year 5 FY 2020	Total	Not Scheduled
Equipment							
						$ -	
						-	
						-	
Projects							
Railroad Underpass	218,521					218,521	
Utility Design						-	
						-	
Total	**218,521**	**-**	**-**	**-**	**-**	**218,521**	**-**



Project Name: Railroad Underpass

Department: Public Works

Cost: $9,200,000

Source of Funding: Federal Appropriations & Local Property Tax Levy

Project Description and Justification:

This project includes the environmental planning, sequencing, construction, and administration responsibilities for a new Star Road Grade Separated Rail Crossing, which will create a new segment of Star Road from Front Street to West Park including a grade separated rail crossing.

Local support includes a voted levy, of up to 11.25 mills each year for a 5-year period (Fiscal Years 2009-2013). Federal funds are anticipated to fund the remainder of the project.

Local funds will be transferred to the State of Montana along with the project management in FY 2015.

Alternatives:
Continue to operate with one underpass.

Advantages of Approval:
The addition of a new railroad underpass will provide with public with a second underpass in the city, enhancing its transportation system as well has significantly enhancing our public safety services.

Impact on Future Operating Budgets:
None.

City of Livingston
Incorporated 1889

WATER FUND FINANCIAL ANALYSIS

FUND DESCRIPTION

The water fund is used to account for all the activities of the City's Water services.

The major revenue source to the water fund is metered water sales. Other revenue sources include: Building and property rental charges, sales of water materials and supplies, water tap fees, and investment earnings.

KEY REVENUE ASSUMPTIONS:

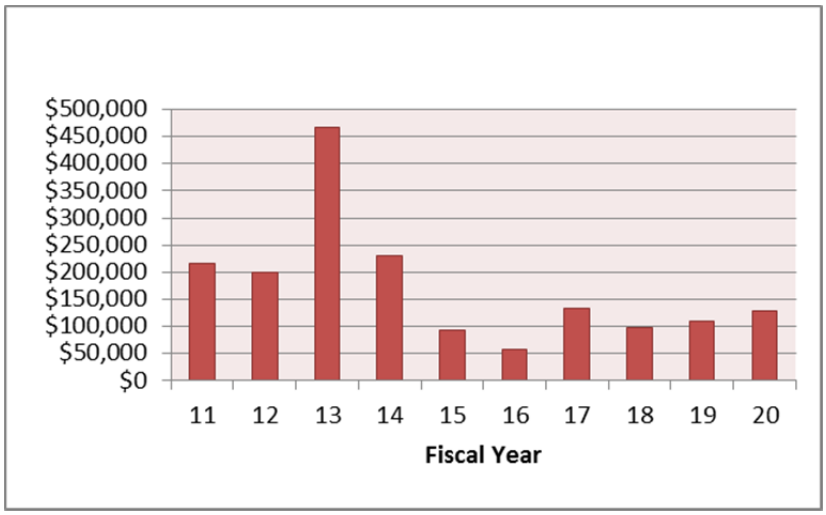
- Metered Water charges are anticipated to increase 3% a year for FY 16 & 17 and 2% for every year thereafter.
- All other revenues are estimated to increase 2% per year for the next 5 years.

KEY EXPENDITURE ASSUMPTIONS:

- Personnel Costs are projected to increase 2% per year for all 5 years.
- Health Insurance Costs have been increased 3% for the entire term of the CIP.
- Operating costs have been increased by an average of 2% per year.

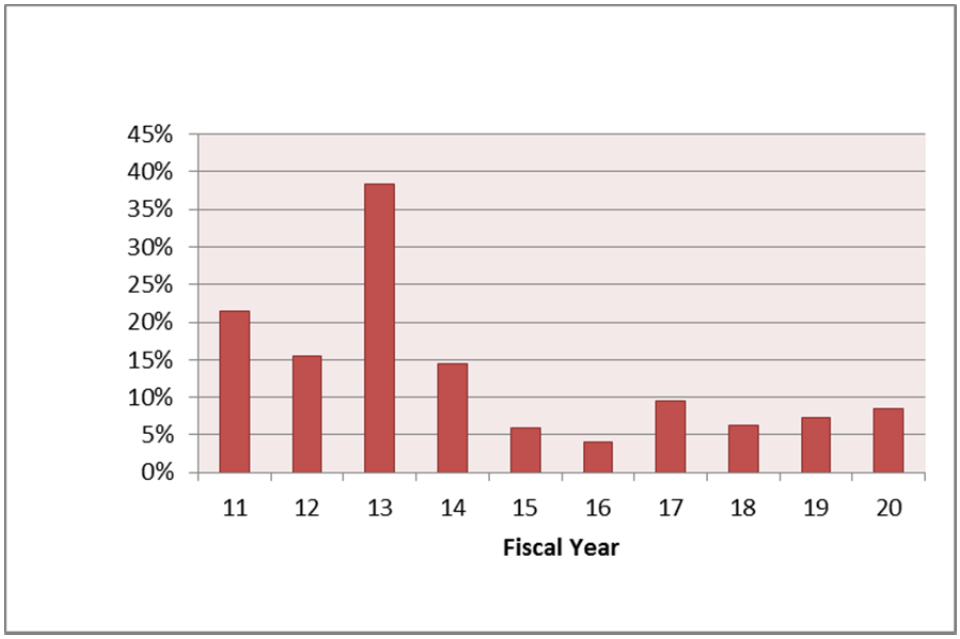
WATER FUND - FUND BALANCE

FY 11 – 14 Actual – Current year FY 15 Estimated – FY 16 – 20 Projected



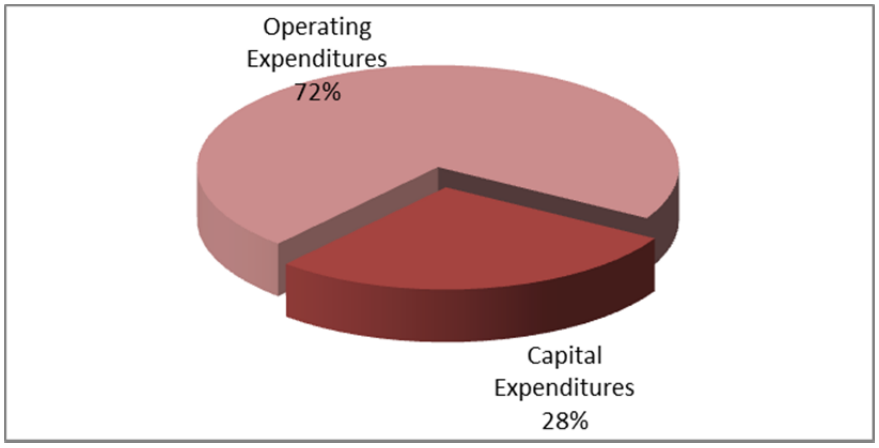
WATER FUND BALANCE AS % OF EXPENDITURES

FY 11 – 14 Actual – Current year FY 15 Estimated – FY 16 – 20 Projected



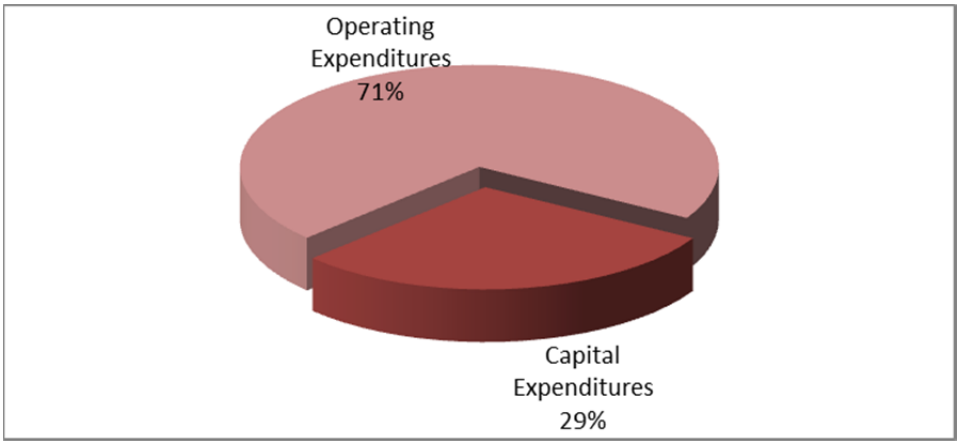
WATER FUND - OPERATING & CAPITAL EXPENDITURES

Last five years (FY 11 – FY 15)



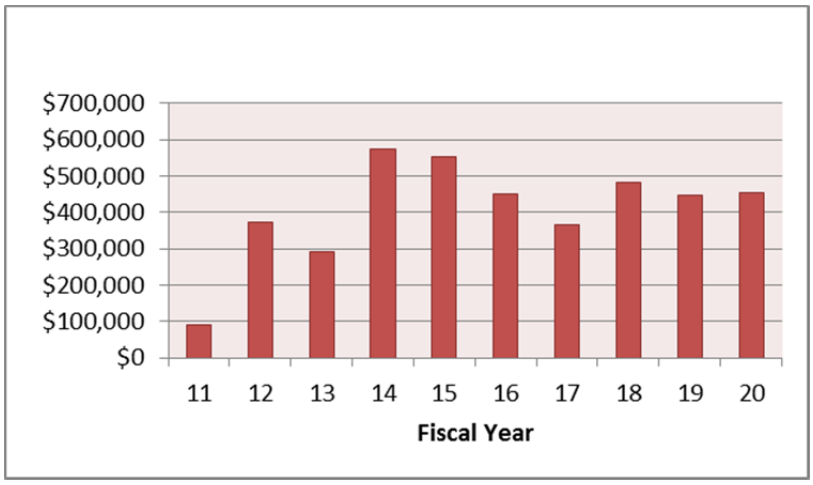
WATER FUND - OPERATING & CAPITAL EXPENDITURES

Next five years – C I P (FY 16 – FY 20)



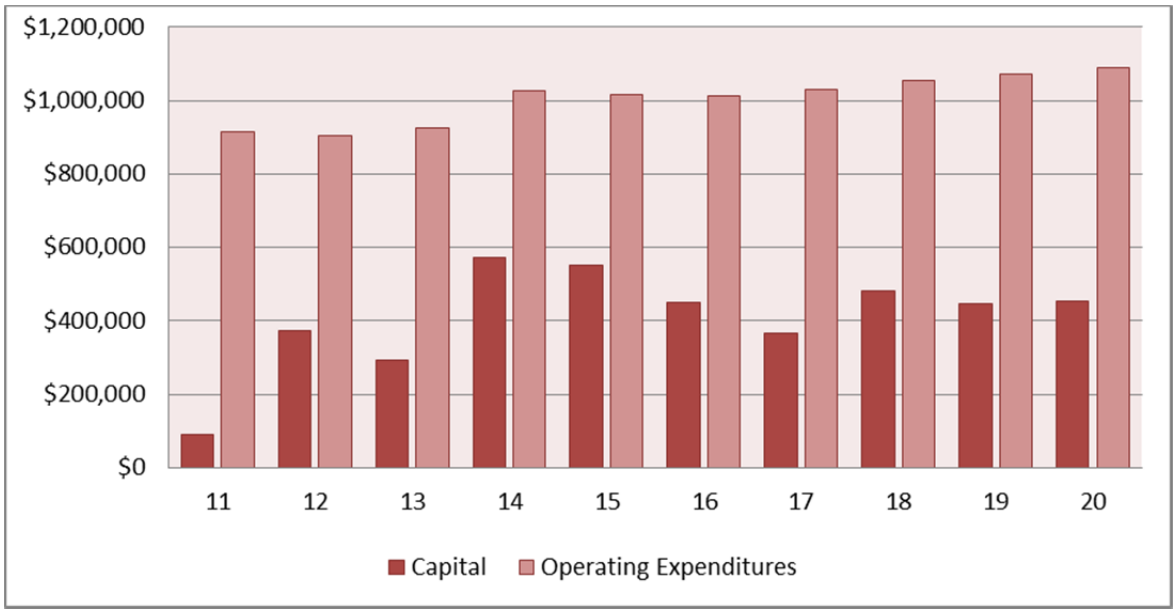
WATER FUND - CAPITAL EXPENDITURES

FY 11 – 14 Actual – Current year FY 15 Estimated – FY 16 – 20 Projected



CAPITAL EXPENDITURES VS OPERATING EXPENDITURES

FY 11 – 14 Actual – Current year FY 15 Estimated – FY 16 – 20 Projected



CAPITAL IMPROVEMENT PLAN
WATER FUND (5210)
Fiscal Years 2011 - 2015

	FY 2011	FY 2012	FY 2013	FY 2014	Projected FY 2015
Beginning Working Capital	$ 5,957	$ 216,566	$ 198,615	$ 466,904	$ 231,128
Add:					
Operating Revenues	1,283,395	1,411,982	1,534,688	1,424,934	1,430,271
Transfers In	-	-	-	-	-
Total Revenues	1,283,395	1,411,982	1,534,688	1,424,934	1,430,271
Subtract:					
Operating Expenditures	916,273	904,355	926,884	1,027,795	1,015,932
Capital Expenditures	90,367	371,819	293,089	572,898	552,167
Transfers Out			-	-	-
Total Expenditures	1,006,640	1,276,174	1,219,973	1,600,693	1,568,099
Reconciliation to F/S	(66,146)	(153,759)	(46,426)	(60,017)	
Estimated Ending Balance	$ 216,566	$ 198,615	$ 466,904	$ 231,128	$ 93,299

CAPITAL IMPROVEMENT PLAN
WATER FUND (5210)
Fiscal Years 2016 - 2020

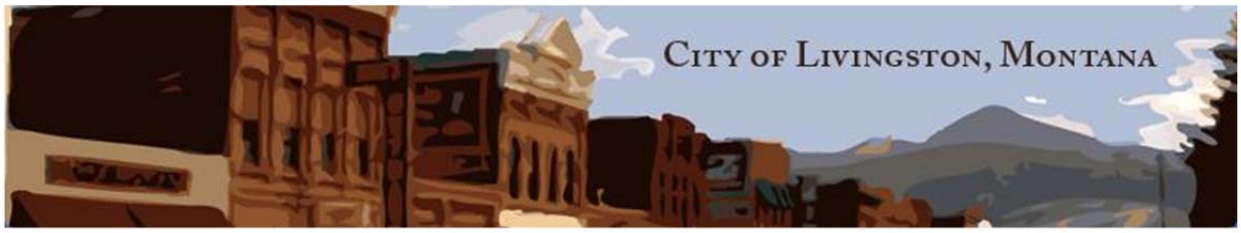
	Year 1 FY 2016	Year 2 FY 2017	Year 3 FY 2018	Year 4 FY 2019	Year 5 FY 2020
Estimated Beginning Working Capital	$ 93,299	$ 58,802	$ 133,105	$ 97,417	$ 110,551
Add:					
Operating Revenues	1,428,919	1,471,787	1,501,222	1,531,247	1,561,872
Transfers In	-	-	-	-	-
Total Revenues	1,428,919	1,471,787	1,501,222	1,531,247	1,561,872
Subtract:					
Operating Expenditures	1,013,966	1,031,484	1,054,243	1,072,112	1,090,194
Capital Expenditures	449,450	366,000	482,667	446,000	452,667
Transfers Out	-	-	-	-	-
Total Expenditures	1,463,416	1,397,484	1,536,910	1,518,112	1,542,861
Estimated Ending Balance	$ 58,802	$ 133,105	$ 97,417	$ 110,551	$ 129,562

CAPITAL IMPROVEMENT PLAN WATER FUND (5210) Fiscal Years 2016 - 2020	Year 1 FY 2016	Year 2 FY 2017	Year 3 FY 2018	Year 4 FY 2019	Year 5 FY 2020	Total	Not Scheduled	
Equipment								
Vehicles	$ 25,000		$ 25,000			$ 50,000		
Dump truck	100,000					100,000		
Fire Hydrants & Valves	18,000	18,000	18,000	18,000	18,000	90,000		
Service & Mainline Parts	15,000	15,000	20,000	15,000	15,000	80,000		
Meter Batteries/Upgrades	5,000	5,000	5,000	5,000	5,000	25,000		
MXU Replacement	32,000	32,000	32,000	32,000	32,000	160,000		
Tamper		20,000				20,000		
Leak Correlator						-	45,000	
Cold Storage Building						-	50,000	
($150K Split b/w SMD, Water, Sewer)								
Chlorination System Maintenance	7,500					7,500		
Lawnmower			6,667		6,667	13,334		
Water Pipe Replacement Program	9,000	9,000	9,000	9,000	9,000	45,000		
PW Summer Intern	7,000	7,000	7,000	7,000	7,000	35,000		
Additional 1 FTE						-		
						-		
PER Recommendations						-		
Well Backup Generator						-	107,000	
4" Water Mains						-	8,144,000	
6" Water Mains						-	17,077,000	
Looping of Bennett						-	132,000	
New Chlorination for 2 Wells						-	60,000	
Looping of Green Acres						-	213,000	
Looping of Hospital Water Main						-	1,093,000	
Printing for Less Looping						-	1,007,000	
Fencing at Wells						-	56,000	
Rate Realignment Study	10,000					10,000		
						Subtotal of PER Recommendations	***$***	***27,896,500***
Projects								
Lighting Upgrade Grant Match	1,200					1,200		
Water Service Replacement to Civic Center	2,000					2,000		
Perimeter Fence	7,750					7,750		
($31K Split b/w SMD, Water, Sewer, SW)								
Well Rehab	10,000	10,000	10,000	10,000	10,000	50,000		
Capital Impr. Plan Yr 2015	150,000					150,000		
Capital Impr. Plan Yr 2016	50,000	200,000				250,000		
Capital Impr. Plan Yr 2017		50,000	300,000			350,000		
Capital Impr. Plan Yr 2018			50,000	300,000		350,000		
Capital Impr. Plan Yr 2019				50,000	300,000	350,000		
Capital Impr. Plan Yr 2020					50,000	50,000		
Total	**449,450**	**366,000**	**482,667**	**446,000**	**452,667**	**2,196,784**	**27,991,500**	

WATER FUND
RATE CHANGES & PROJECTION OF CUSTOMER GROWTH

	Projected				
	FY 16	FY 17	FY 18	FY 19	FY 20
Percentage Rate Changes/Customer Growth:					
Inflationary Adjustment	2.00	2.00	2.00	2.00	2.00
General Rate Increase	-	-	-	-	-
Increase in Rates Dedicated to CIP	1.00	1.00	-	-	-
Total Current Year Rate Changes	3.00	3.00	2.00	2.00	2.00
Customer Growth Rate	-	-	-	-	-
Total Percentage Increase in Base Year Revenues	3.00	3.00	2.00	2.00	2.00

Financial Impact on Average Residential Customer:					
Average Monthly Water Bill	$ 26.54	$ 27.34	$ 28.16	$ 28.72	$ 29.29
Current Year Percentage Rate Change	3.00	3.00	2.00	2.00	2.00
Projected Monthly Incr in Residential Water Bill	$ 0.80	$ 0.82	$ 0.56	$ 0.57	$ 0.59



Project Name: Vehicles

Department: Water

Cost: $25,000/year

Scheduled: FY16, FY18

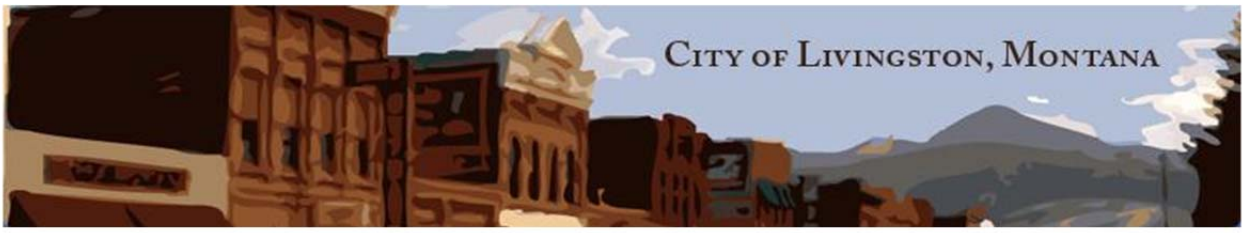
Source of Funding: Water

Project Description and Justification:
The Water Department has twelve vehicles dedicated to water services. The goal of the Water Department is to maintain a twelve year or 100,000 mile replacement program. Three of the twelve vehicles are not running and three are being utilized by other departments, such as parks and cemetery.

Alternatives:
An alternative would be to not replace these vehicles; however, older equipment is less reliable and has higher repair costs

Advantages of Approval:
This would allow us maintain our long term replacement programs. It would also allow other departments to have an equipment replacement plan.

Impact on Future Operating Budgets:
Reduced repair and maintenance costs could be realized once older vehicles are replaced.



Project Name: Dump Truck

Department: Water

Cost: $100,000

Scheduled: FY16

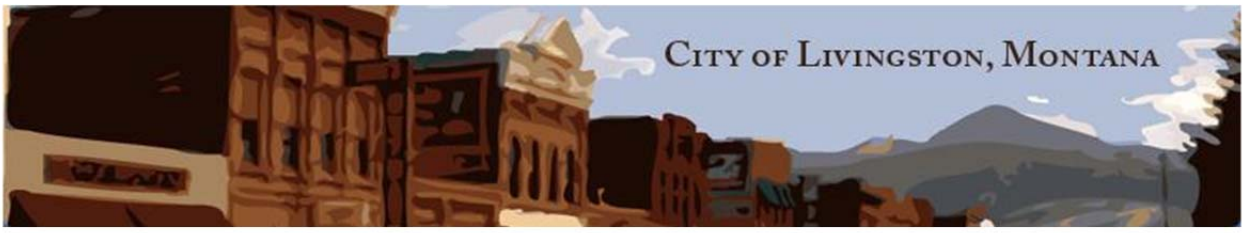
Source of Funding: Water

Project Description and Justification:
The Water Department's goal is to maintain the dump truck twenty year replacement schedules. The water department utilizes their dump trucks daily and it is important to have reliable, efficiently running equipment to provide the level of service the public has come to expect.

Alternatives:
An alternative would be to not replace this dump truck; however, older equipment is less reliable and has higher repair and maintenance costs.

Advantages of Approval:
This would allow the Water Department to continue to schedule long term replacement programs. It would also allow other departments to have an equipment replacement plan.

Impact on Future Operating Budgets:
Lower repair and maintenance costs could be realized once older equipment has been replaced.



Project Name: Fire Hydrants, Valves, Service and Mainline Repair Parts

Department: Water

Cost: $18,000/year (Fire Hydrants and Valves)
$15,000/year (Service and Mainline Parts)

Scheduled: FY16-FY20

Source of Funding: Water

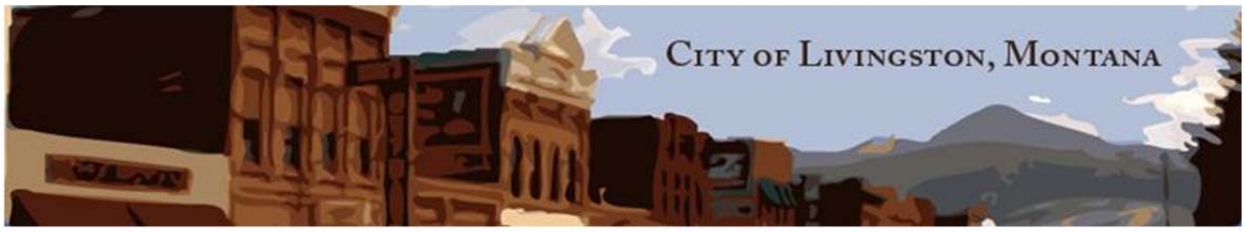
Project Description and Justification:
Every year the Water Departments strives to continue its replacement program for fire hydrants and valves. The goal is to replace 6 hydrants and 5 valves each year. This program has proved to be an effective and beneficial program which greatly impacts the public safety. This program should be continued for many years to come. The replacement of these valves and hydrants amounts to about $18,000 per year.

The Water Department stocks materials to repair water mains and service lines. We annually spend about $15,000 in parts.

Alternatives:
To not continue on our routine maintenance programs could result in huge costs down the line. They have proven beneficial and extremely worthwhile by reducing water main breakages in recent years.

Advantages of Approval:
Long term maintenance programs are the less expensive than huge water main breaks which could result by not continuing this maintenance program. Testing and maintenance of Fire Hydrants are required by the ISO. Not continuing this program could negatively affect our ISO rating, resulting in higher insurance costs for our residents.

Impact on Future Operating Budgets:
None



Project Name: **Water System Replacement and Repair Parts**

Department: **Water**

Cost: **$15,000/year**

Scheduled for: **FY 2016-2020**

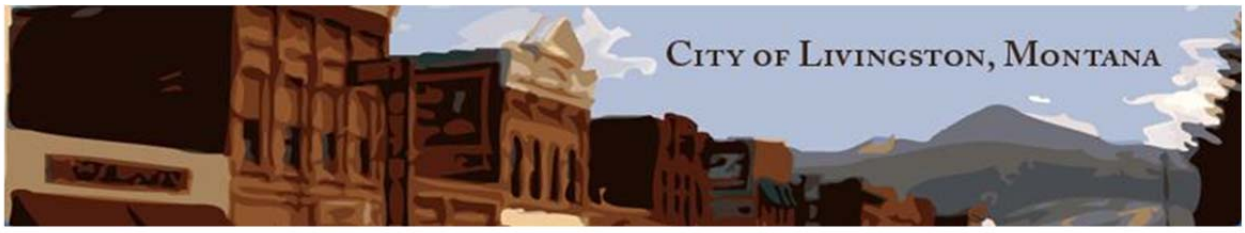
Source of Funding: **Water Unrestricted Funds**

Project Description and Justification:
The water department uses many different parts; valves, meters, repair couplings, pipe etc. each year. It is necessary to have the parts on hand for the repairs and replacements that occur.

Alternatives:
Not having stock and having to order items as needed which will result in higher shipping costs, delayed replacement and repairs.

Advantages of Approval:
The ability to complete the replacement or repair immediately and not having to wait for parts.

Impact on Future Operating Budgets:
None



Project Name: MXU Replacements

Department: Water

Cost: $32,000 year

Scheduled for: FY 2016-2020

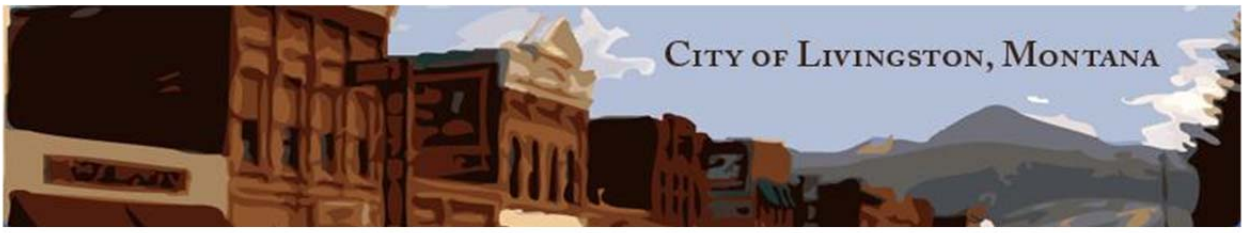
Source of Funding: Water Unrestricted Funds

Project Description and Justification:
The current MXU's have been in operation for over 14 years. It is time to start planning on the replacement of the entire system. We would like to replace at least 200 per year. The new MXU's are expected to last longer than the current ones.

Alternatives:
Continue with the current MXU's and assume readings are correct.

Advantages of Approval:
Getting accurate readings.

Impact on Future Operating Budgets:
None



Project Name: Tamper

Department: Water

Cost: $20,000

Scheduled: FY17

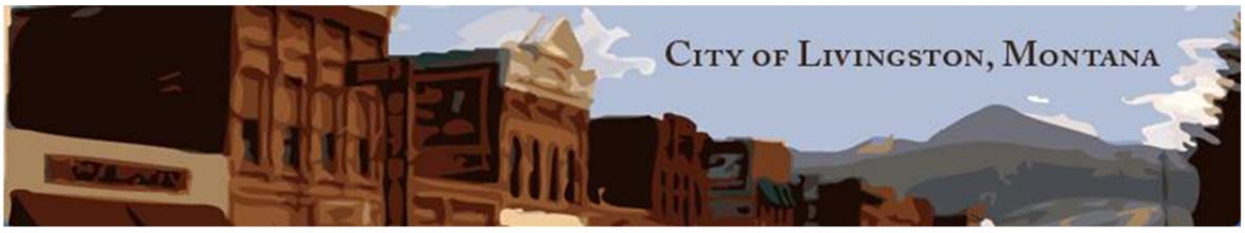
Source of Funding: Water

Project Description and Justification:
When digging in streets, alleys, and all other city property, it is important to repack the ground to ensure proper drainage. In order to do so, a tamper is necessary to compact the ground. The one we currently have is over 30 years old and is due to be replaced.

Alternatives:
Continue with our old tamper until it no longer becomes effective

Advantages of Approval:
Efficient and effective close out of digging projects.

Impact on Future Operating Budgets:
None.



Project Name: Provide New Chlorination System for all 6 wells

Department: Water

Cost: $7,500

Scheduled for: FY 2016

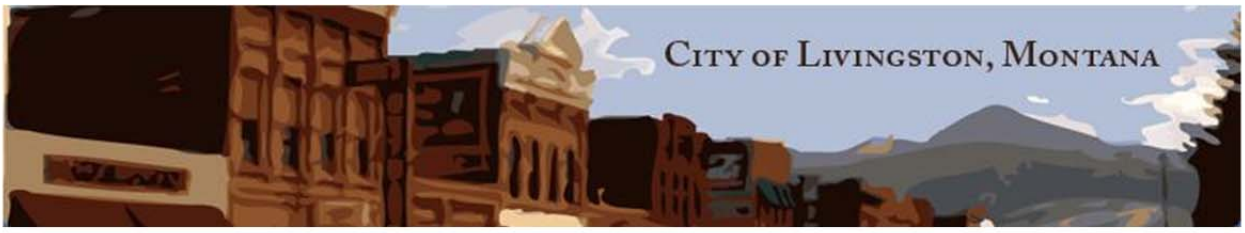
Source of Funding: Water Unrestricted Funds

Project Description and Justification:
The City of Livingston completed a Water Preliminary Engineering Report in 2014. The intent of the PER was to identify potential problems and recommend improvements with the water system and to identify challenges within the system for developing outside the current service area. Providing new chlorination systems for the Wells is a recommendation.

Alternatives:
Continue as is, with outdated chlorination systems for the Wells.

Advantages of Approval:
These are well past their life span and need to be replaced to provide chlorine to our wells.

Impact on Future Operating Budgets:



Project Name: Lawn Mowers

Department: Water, Sewer, Roaming Crew (General Fund)

Cost: $6,667/department ($20,000 total)

Scheduled: FY2018 & 2020

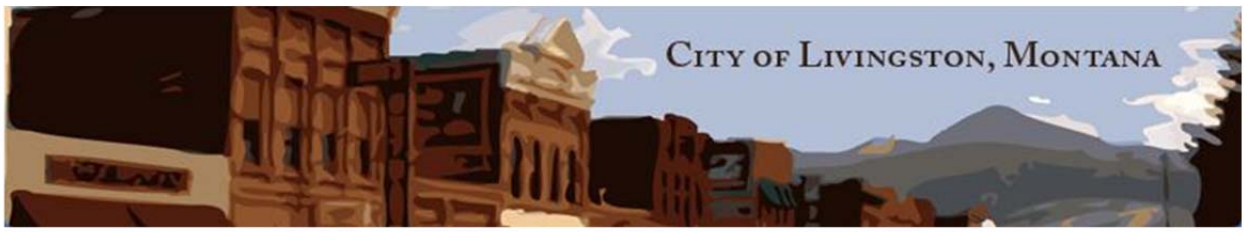
Source of Funding: Water, Sewer, General Fund

Project Description and Justification:
We currently have 10 Lawn Mowers in the public works division. Seven of these mowers are residential type and are old and outdated. We would like to build our fleet with commercial, zero turn, diesel mowers that are more durable, faster and more efficient. We would recommend replacing one mower per year with the costs allocated between the Roaming Crew Department (34%), the Water (33%) and Sewer Departments (33%).

Alternatives:
Continue to maintain current equipment with the hope that they last longer than the typical life and replace mowers unexpectedly as they break down. Another alternative is to contract the mowing of the City grounds to a private entity.

Advantages of Approval:
We will have mowers on a long term replacement program and with over one hundred acres of ground to maintain, we can depend on the mowers lasting. Commercial mowers are more durable, faster and more efficient than our current fleet.

Impact on Future Operating Budgets:
None.



Project Name: **Public Works Intern**

Department: **Water**

Cost: **$7,000**

Scheduled for: **FY 2016-2020**

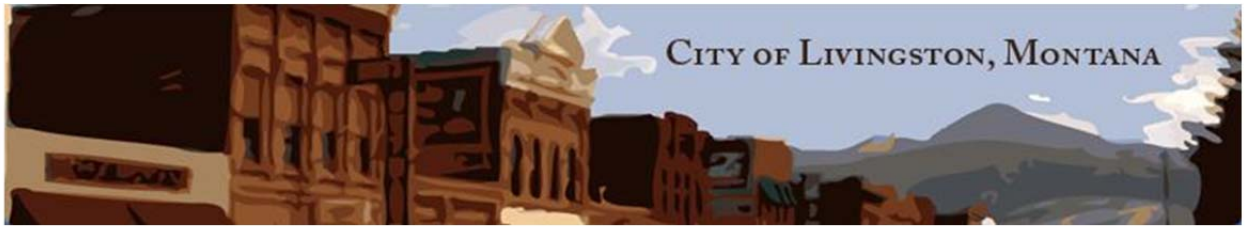
Source of Funding: **Water Unrestricted Funds**

Project Description and Justification:
This temporary employee will assist in data collection and inputting valuable curb box, valves, hydrants and service locations into The City of Livingston GIS system and future Asset Management System.

Alternatives:
Continue without the information.

Advantages of Approval:
Locating our water system is much more accurate.

Impact on Future Operating Budgets:
Personnel costs would reoccur annually and would need to be added to operating budget.



Project Name: Carbon Offset Grant Match

Department: Water

Cost: $6,000 ($1,200 Water's Portion)

Scheduled for: FY 2016

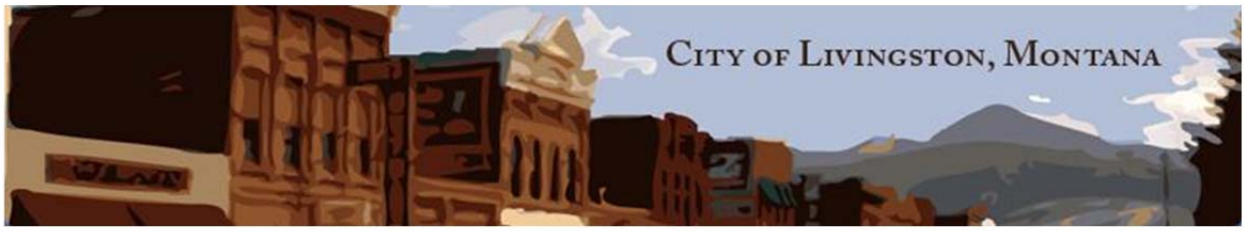
Source of Funding: Sewer, Water, WWTP, Solid Waste, Street Departments

Project Description and Justification: Replace all lighting in building with energy efficient fixtures and bulbs.

Alternatives: Forego the grant, replacing lighting as funds become available in the operating budgets.

Advantages of Approval: Energy and cost saving

Impact on Future Operating Budgets: This will save the City approx. $7,000 per year



Project Name: Perimeter Fence

Department: Split between SMD, Water, Sewer & Solid Waste

Cost: $31,000. ($7,750 each)

Scheduled for: FY 2016

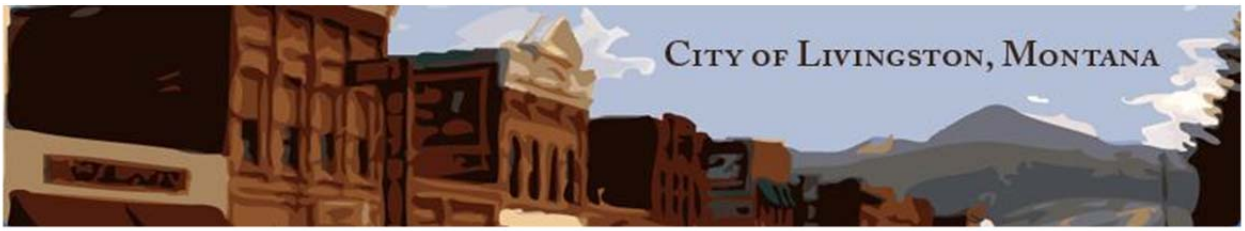
Source of Funding: Split between SMD, Water, Sewer & Solid Waste

Project Description and Justification:
Installing fence the perimeter of the Public Works plant to ensure security and control over the grounds.

Alternatives:
Leave the perimeter open

Advantages of Approval:
Ensure security and control over the plant

Impact on Future Operating Budgets:
None



Project Name: Well Rehabilitation

Department: Water

Cost: $10,000/year

Scheduled: FY 2016 - 2020

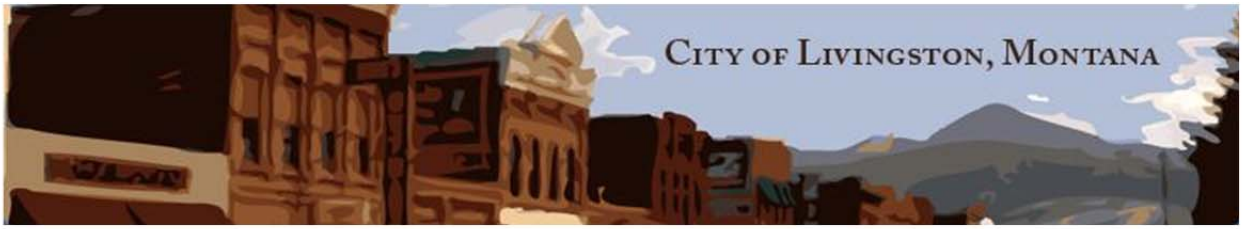
Source of Funding: Water

Project Description and Justification:
The Water Department has 6 wells that produce the public water supply in Livingston. We have spent a great deal of money in the past years to update them. The next step is to implement a program that will ensure these are maintained to the highest standard. This would require the Water Department to hire a well technician to pull and replace the pumps, bearings, and packing if needed. The goal is to do one well per year.

Alternatives:
Not maintaining these wells could result in higher incidents of break downs. Multiple breakdowns could impact the City's water supply.

Advantages of Approval:
Implementing this program will protect the money we have invested into these wells in the past and will allow us to monitor the operations of the wells to reduce the risk of unexpected breakdowns.

Impact on Future Operating Budgets:
None.

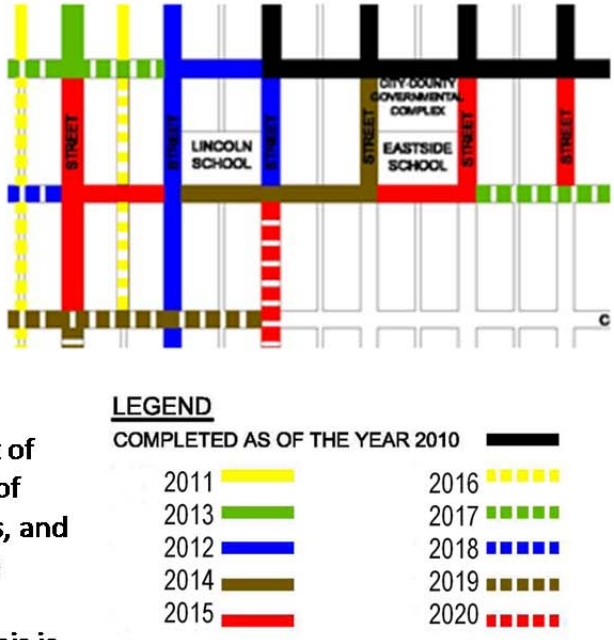


Project Name: 100 and 200 block of South Main Street, 100 and 400 blocks of East Lewis Street, and the 100 blocks of South E and F Streets (Capital Improvement Plan Year 2015)

Department: Water

Cost: $300,000, ($50,000 of which will be paid out of Water Impact Fees, $100,000 will be requested from URA funds)

Source of Funding: Water Unrestricted Funds & Water System Development Fees

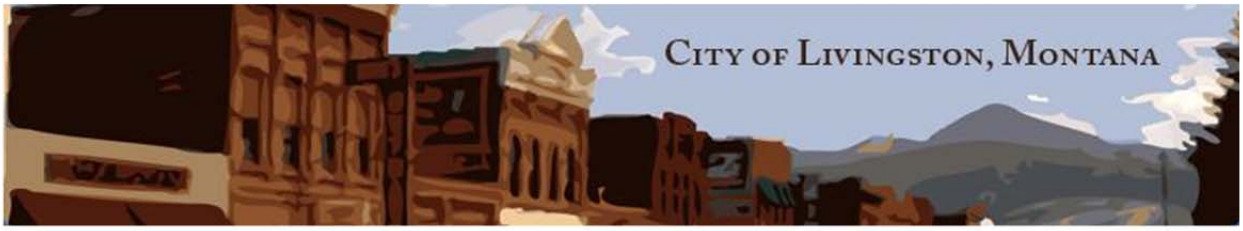


Project Description and Justification: Replacement of Water and Sewer mains on the 100 and 200 blocks of South Main Street, 100 and 400 blocks of East Lewis, and the 100 blocks of South E and F Street. Because the water main on East Lewis was replaced in the early 1990's, costs should be less for water and sewer. This is the heart of the downtown area, a place traveled frequently by both citizens and tourists alike.

Alternatives: Abandon the 10 Year plan.

Advantages of Approval: Continue on track with the 10 Year plan.

Impact on Future Operating Budgets: Reduced water and sewer main maintenance in this area of town as well as reduced risk of main breaks. Reduced insurance costs could also result.

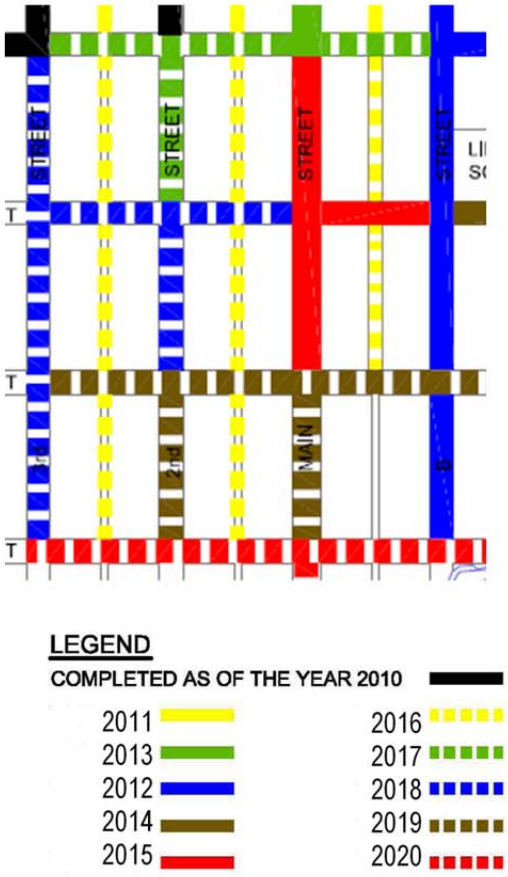


Project Name: 6 Blocks of Alleys Downtown from Callender Street to Geyser Street between Main Street & 3rd Street, 2 blocks of Alleys between Main and B St from Callender to Lewis St (Capital Improvement Plan Year 2016)

Department: Water

Cost: $300,000, $100,000 will be requested from URA funds (50,000 engineering in FY 2016)

Source of Funding: Water Unrestricted Funds

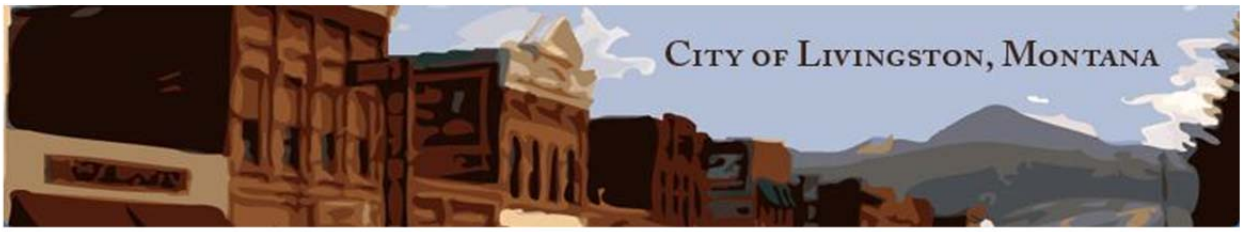


Project Description and Justification:
Replacement of the water and sewer mains in the alleys downtown from Callender Street to Geyser Street between Main Street & 3rd Street and between Main and B St from Callender to Lewis St. Costs will be higher for water and sewer due to the narrow alleys and due to the location of the water mains on top of the sewer mains.

Alternatives:
Abandon the 10 Year plan.

Advantages of Approval:
Continue on track with the 10 Year plan.

Impact on Future Operating Budgets:
Reduced water and sewer main maintenance in this area of town as well as reduced risk of main breaks. Reduced insurance costs could also result.



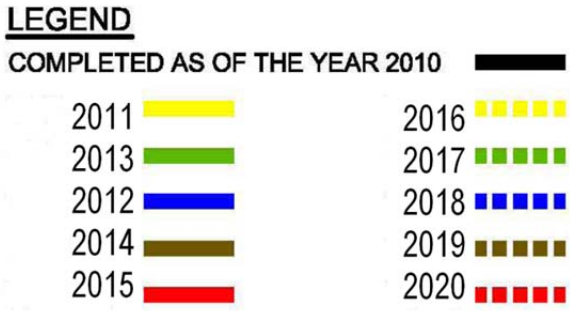
Project Name: Callender Street from 3rd to B Street, Lewis Street from E to H Street, G Street from Callender to Lewis (Capital Improvement Plan Year 2017)

Department: Water

Cost: $300,000 ($50,000 engineering in 2017)

Source of Funding:
Water Unrestricted Funds

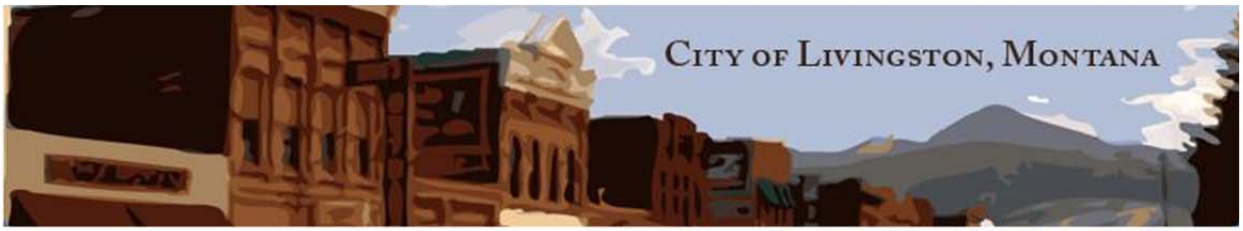
Project Description and Justification:
Replacement of the water and sewer mains on the following streets: 200 and 100 block of West Callender Street, 100 block of East Callender Street, 500 to 700 block of East Lewis Street, and the 100 block of South G Street.



Alternatives: Abandon the 10 Year plan.

Advantages of Approval: Continue on track with the 10 Year plan.

Impact on Future Operating Budgets: Reduced water and sewer main maintenance in this area of town as well as reduced risk of main breaks. Reduced insurance costs could also result.

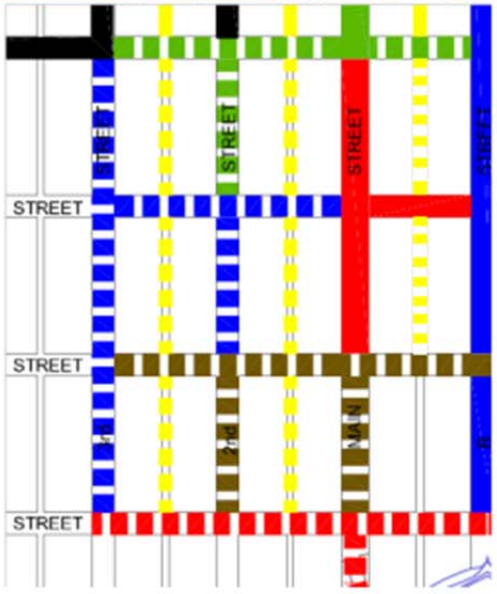


Project Name: 3rd Street from Callender to Geyser Street, Lewis Street from 3rd to Main Street, 2nd Street from Lewis to Clark Street (Capital Improvement Plan Year 2018)

Department: Water

Cost: $300,000 ($50,000 engineering in 2018)

Source of Funding:
Water Fund Unrestricted Funds

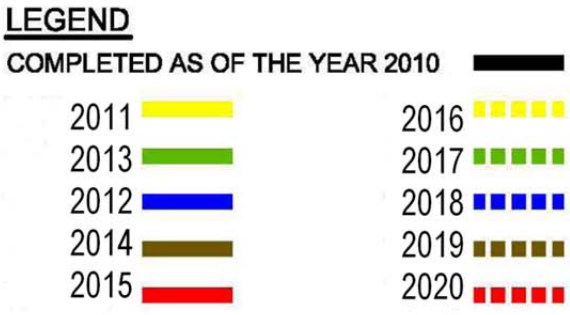


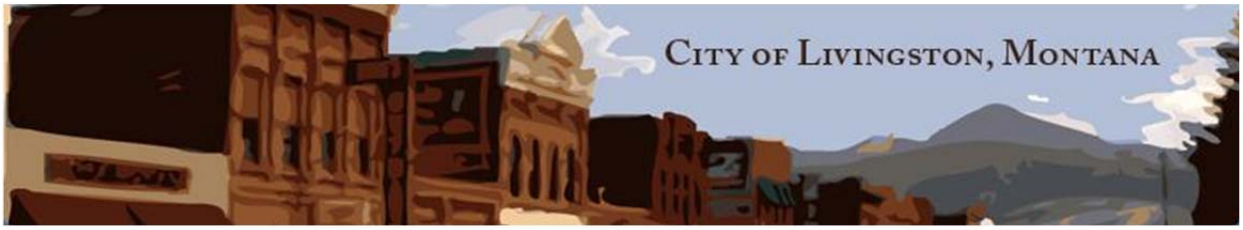
Project Description and Justification:
Replacement of the water and sewer mains on the following streets: 3rd Street from Callender to Geyser Street, Lewis Street from 3rd to Main Street, 2nd Street from Lewis to Clark Street.

Alternatives:
Abandon the 10 Year plan.

Advantages of Approval:
Continue on track with the 10 Year plan.

Impact on Future Operating Budgets:
Reduced water and sewer main maintenance in this area of town as well as reduced risk of main breaks. Reduced insurance costs could also result.





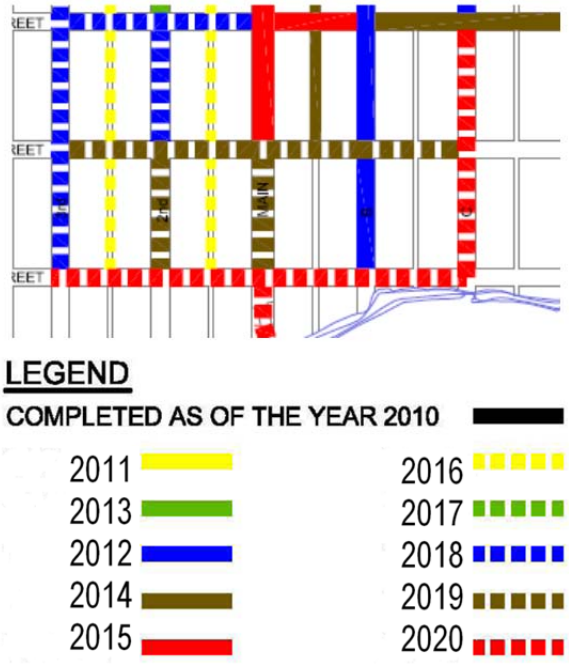
Project Name: Clark Street from 3rd Street to C Street, 300 blocks of South Main & 2nd Streets (Capital Improvement Plan Year 2019)

Department: Water Fund

Current Year Cost: $300,000 ($50,000 Engineering in FY 2019)

Scheduled: FY 2020

Source of Funding: Water Unrestricted Funds



Project Description and Justification:
Replacement of streets following the water and sewer main replacements on the following streets: Clark Street from 3rd Street to C Street, 300 blocks of South Main & 2nd Streets

Alternatives:
Abandon the 10 Year plan.

Advantages of Approval:
Continue on track with the 10 Year plan.

Impact on Future Operating Budgets:
Reduced water and sewer main maintenance in this area of town as well as reduced risk of main breaks. Reduced insurance costs could also result.

City of Livingston
Incorporated 1889

WATER IMPACT FEES FINANCIAL ANALYSIS

FUND DESCRIPTION

The water impact fees are found within the water fund and are used to account for all the activities of the City's Water impact fees.

KEY REVENUE ASSUMPTIONS:

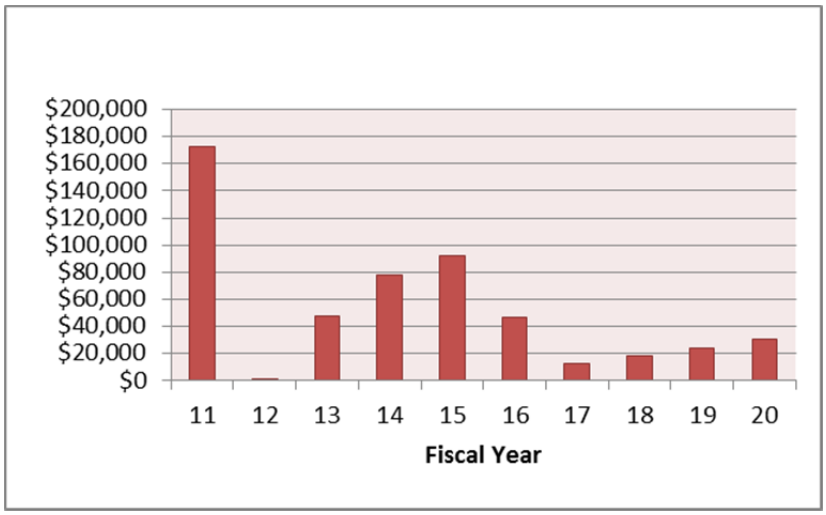
- Revenues are estimated to increase 2% per year for the next 5 years.
- Increased revenue in FY15 & FY 16 is a onetime increase attributed to the impact fees assessed on new hospital construction.

KEY EXPENDITURE ASSUMPTIONS:

- Capacity expanding expenditures will be utilized as set out in the Capital Improvement listing.

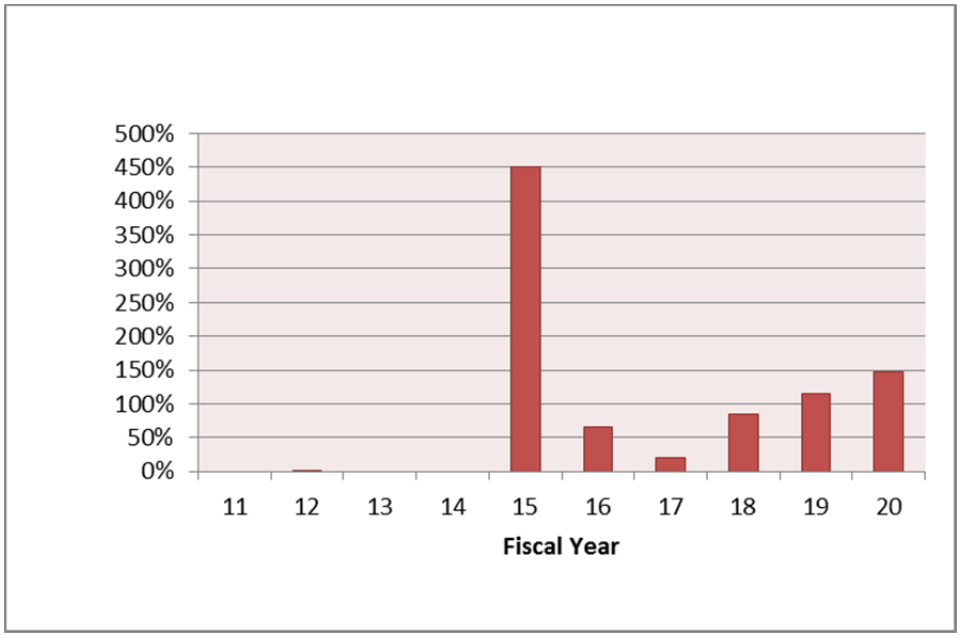
WATER IMPACT FEES – WORKING CAPITAL BALANCE

FY 11 – 14 Actual – Current year FY 15 Estimated – FY 16 – 20 Projected



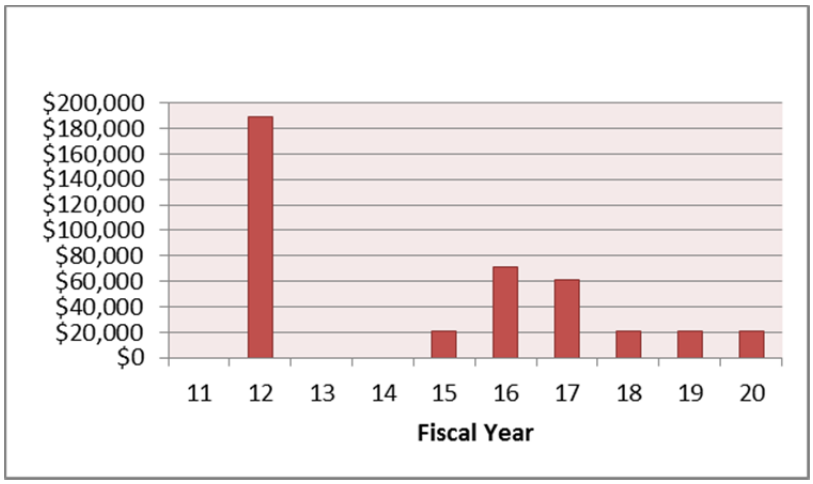
WATER IMPACT FEES BALANCE AS % OF EXPENDITURES

FY 11 – 14 Actual – Current year FY 15 Estimated – FY 16 – 20 Projected



WATER IMPACT FEES - CAPITAL EXPENDITURES

FY 11 – 14 Actual – Current year FY 15 Estimated – FY 16 – 20 Projected

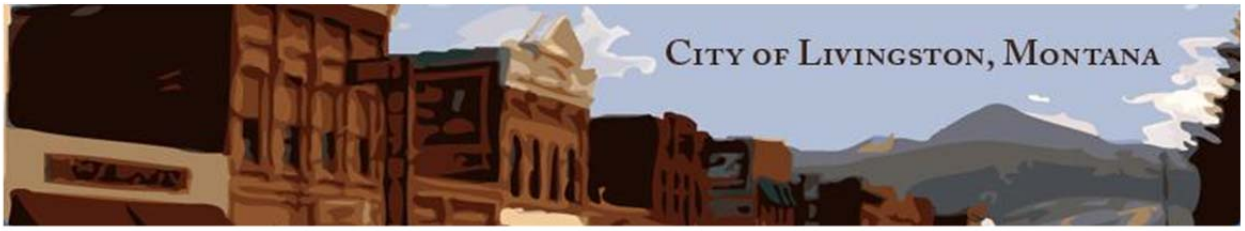


CAPITAL IMPROVEMENT PLAN WATER IMPACT FEES (5210) Fiscal Years 2011 - 2015					
	FY 2011	FY 2012	FY 2013	FY 2014	Projected FY 2015
Beginning Working Capital	$ 164,700	$ 173,019	$ 0	$ 48,061	$ 77,808
Add:					
Operating Revenues	8,320	15,599	48,061	29,747	35,000
Transfers In	-	-	-	-	-
Total Revenues	8,320	15,599	48,061	29,747	35,000
Subtract:					
Operating Expenditures	-	-	-	-	-
Capital Expenditures	-	188,618	-	-	20,500
Transfers Out				-	-
Total Expenditures	-	188,618	-	-	20,500
Reconciliation to F/S	(1)	-	-	-	
Estimated Ending Balance	$ 173,019	$ 0	$ 48,061	$ 77,808	$ 92,308

CAPITAL IMPROVEMENT PLAN WATER IMPACT FEES (5210) Fiscal Years 2016 - 2020	Year 1 FY 2016	Year 2 FY 2017	Year 3 FY 2018	Year 4 FY 2019	Year 5 FY 2020
Estimated Beginning Working Capital	$ 92,308	$ 47,008	$ 12,222	$ 17,960	$ 24,233
Add:					
Operating Revenues	25,700	26,214	26,738	27,273	27,819
Transfers In	-	-	-	-	-
Total Revenues	25,700	26,214	26,738	27,273	27,819
Subtract:					
Operating Expenditures	-	-	-	-	-
Capital Expenditures	71,000	61,000	21,000	21,000	21,000
Transfers Out	-	-	-	-	-
Total Expenditures	71,000	61,000	21,000	21,000	21,000
Estimated Ending Balance	$ 47,008	$ 12,222	$ 17,960	$ 24,233	$ 31,052

CAPITAL IMPROVEMENT PLAN
WATER IMPACT FEES (5210)
Fiscal Years 2016 - 2020

	Year 1 FY 2016	Year 2 FY 2017	Year 3 FY 2018	Year 4 FY 2019	Year 5 FY 2020	Total	Not Scheduled
Equipment							
						$ -	
						-	
						-	
						-	
						-	
Projects							
						-	
Infrastructure Replacement Projects (10 yr plan)	50,000					50,000	
Water Storage Reservoir						-	
Well						-	
Water Pipe Replacement Program	21,000	21,000	21,000	21,000	21,000	105,000	
(Replace 1-2 block of 4-inch water with 8-inch annually)						-	
Water System Masterplan		40,000				40,000	
						-	
						-	
						-	
Total	**71,000**	**61,000**	**21,000**	**21,000**	**21,000**	**195,000**	**-**



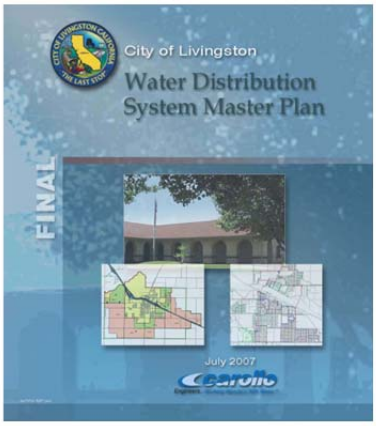
Project Name: Water System Master Plan

Department: Water

Cost: $40,000

Scheduled: FY 17

Source of Funding: Water Impact Fees



Project Description and Justification:
The Water Utility Master Plan (WUMP) is a comprehensive study of the city's water source, storage, treatment, and delivery systems and will be used to guide future water utility decisions. The city is addressing these challenges by looking at their water systems together in an integrated water plan, rather than separately as they have traditionally. The Water System Master is presented in a format that allows the City of Livingston to be eligible for grant assistance for water system improvements.

Alternatives:
Continue long term planning without a comprehensive plan.

Advantages of Approval:
Provides a strategic approach to all water related future project implementation and prioritization. City may use the plan when seeking grant assistance for project funding.

Impact on Future Operating Budgets:
None. The Plan will be used as a guide for future CIP project scheduling.

SEWER FUND FINANCIAL ANALYSIS

FUND DESCRIPTION

The sewer fund is used to account for all the activities of the City's sewer services. This includes the Waste Water Treatment Plant as well.

The major revenue source to the sewer fund is sewer service charges. Other revenue sources include: sale of sewer materials and supplies, sewer tap fees, and investment earnings.

KEY REVENUE ASSUMPTIONS:

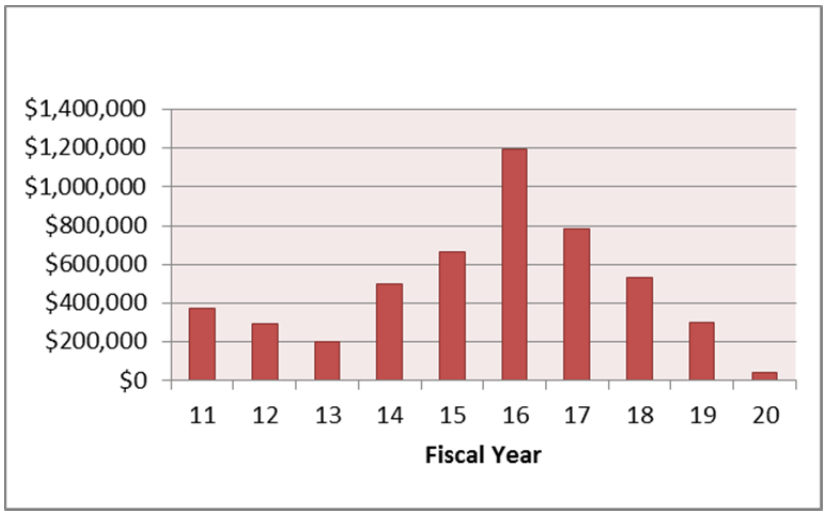
- Revenues are estimated to increase 2% for all 5 years of the capital improvement plan.

KEY EXPENDITURE ASSUMPTIONS:

- Personnel Costs are projected to increase 2% per year for all 5 years.
- Health Insurance Costs have been increased 3% for the entire term of the CIP.
- Operating costs have been increased by an average of 2% per year.
- The increase in operating expenditures beginning in FY17 reflects debt service payments for Waste Water Treatment Plant rehabilitation.

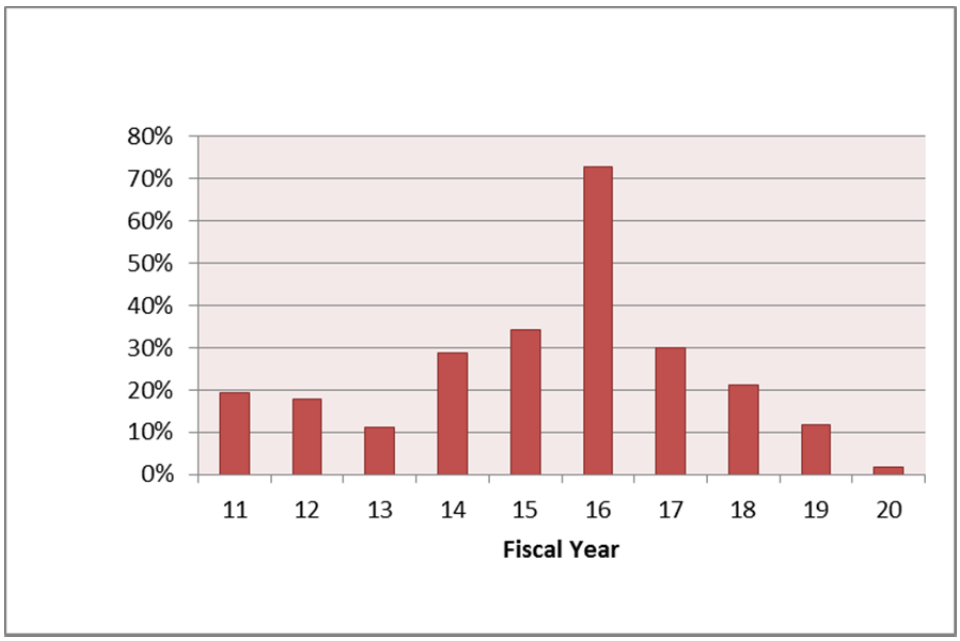
SEWER FUND - FUND BALANCE

FY 11 – 14 Actual – Current year FY 15 Estimated – FY 16 – 20 Projected



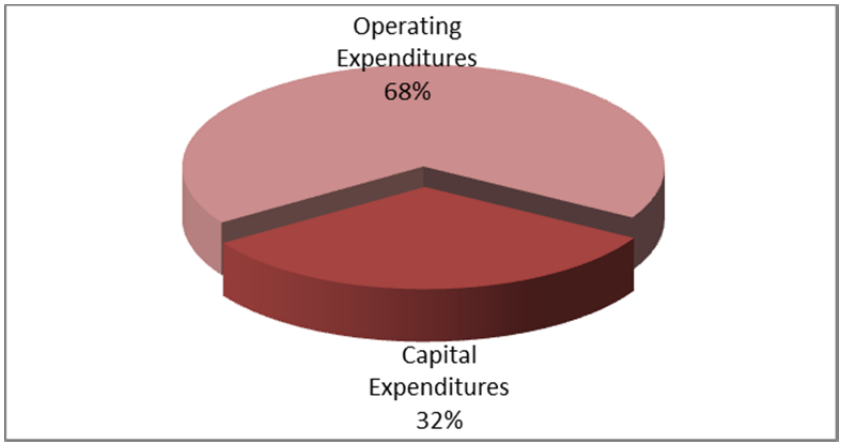
SEWER FUND BALANCE AS % OF EXPENDITURES

FY 11 – 14 Actual – Current year FY 15 Estimated – FY 16 – 20 Projected



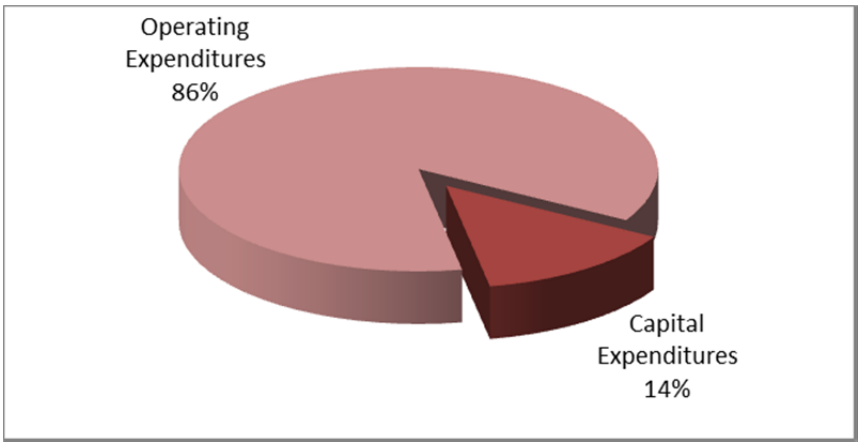
SEWER FUND - OPERATING & CAPITAL EXPENDITURES

Last five years (FY 11 – FY 15)



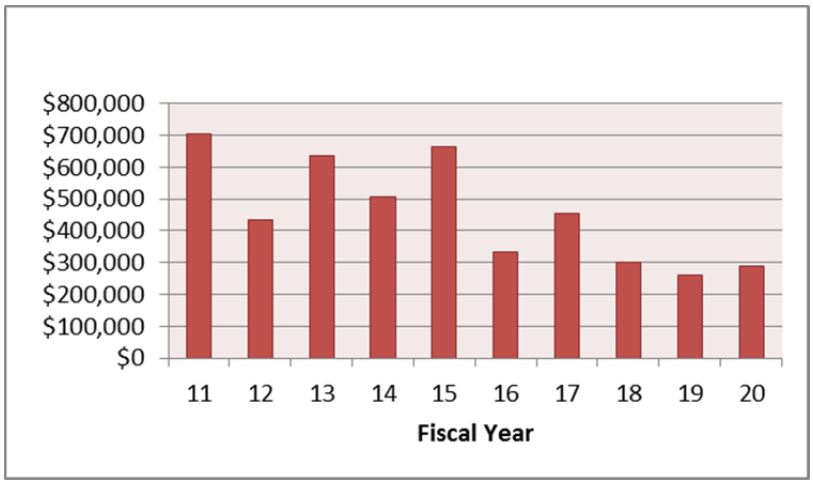
SEWER FUND - OPERATING & CAPITAL EXPENDITURES

Next five years – C I P (FY 16 – FY 20)



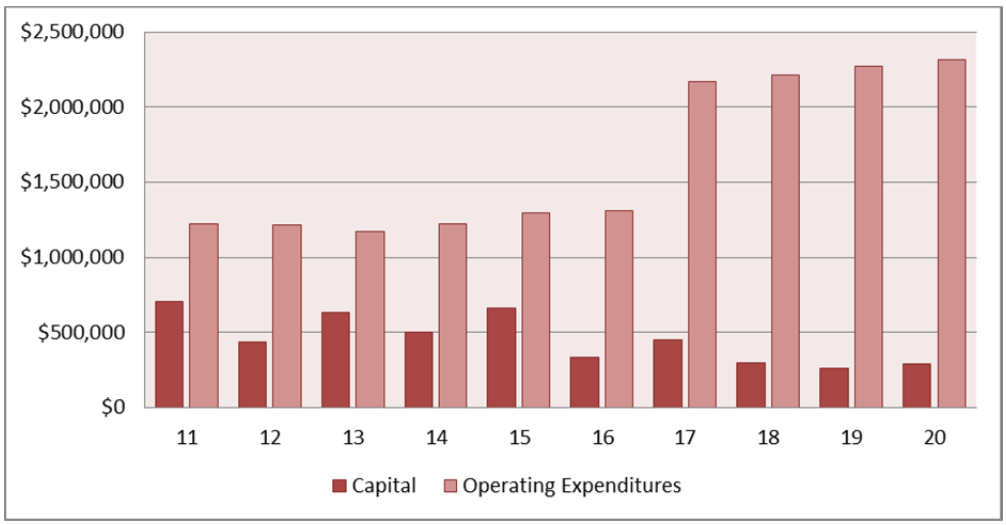
SEWER FUND - CAPITAL EXPENDITURES

FY 11 – 14 Actual – Current year FY 15 Estimated – FY 16 – 20 Projected



CAPITAL EXPENDITURES VS OPERATING EXPENDITURES

FY 11 – 14 Actual – Current year FY 15 Estimated – FY 16 – 20 Projected



CAPITAL IMPROVEMENT PLAN
SEWER FUND (5310)
Fiscal Years 2011 - 2015

	FY 2011	FY 2012	FY 2013	FY 2014	Projected FY 2015
Beginning Working Capital	$ 223,525	$ 373,593	$ 293,400	$ 200,714	$ 499,833
Add:					
Operating Revenues	1,818,426	1,660,454	1,730,573	1,931,328	2,128,000
Transfers In	-	-	-	-	-
Total Revenues	1,818,426	1,660,454	1,730,573	1,931,328	2,128,000
Subtract:					
Operating Expenditures	1,226,713	1,219,973	1,169,842	1,225,998	1,295,057
Capital Expenditures	$ 704,066	$ 435,154	$ 633,584	$ 506,900	664,667
Transfers Out					-
Total Expenditures	1,930,779	1,655,127	1,803,426	1,732,898	1,959,724
Reconciliation to F/S	262,422	(85,520)	(19,833)	100,689	-
Estimated Ending Balance	$ 373,593	$ 293,400	$ 200,714	$ 499,833	$ 668,109

CAPITAL IMPROVEMENT PLAN
SEWER FUND (5310)
Fiscal Years 2016 - 2020

	Year 1 FY 2016	Year 2 FY 2017	Year 3 FY 2018	Year 4 FY 2019	Year 5 FY 2020
Estimated Beginning Working Capital	$ 668,109	$ 1,194,963	$ 784,137	$ 531,068	$ 299,913
Add:	2.0%	2.0%	2.0%	2.0%	2.0%
Operating Revenues	2,170,560	2,213,971	2,258,251	2,303,416	2,349,484
Transfers In	-	-	-	-	-
Total Revenues	2,170,560	2,213,971	2,258,251	2,303,416	2,349,484
Subtract:					
	1.1%	66.0%	1.8%	2.9%	1.7%
Operating Expenditures	1,308,757	2,172,196	2,210,319	2,274,572	2,314,157
Capital Expenditures	334,950	452,600	301,000	260,000	290,000
Transfers Out	-	-	-	-	-
Total Expenditures	1,643,707	2,624,796	2,511,319	2,534,572	2,604,157
Estimated Ending Balance	$ 1,194,963	$ 784,137	$ 531,068	$ 299,913	$ 45,239

CAPITAL IMPROVEMENT PLAN
SEWER FUND (5310)
Fiscal Years 2016 - 2020

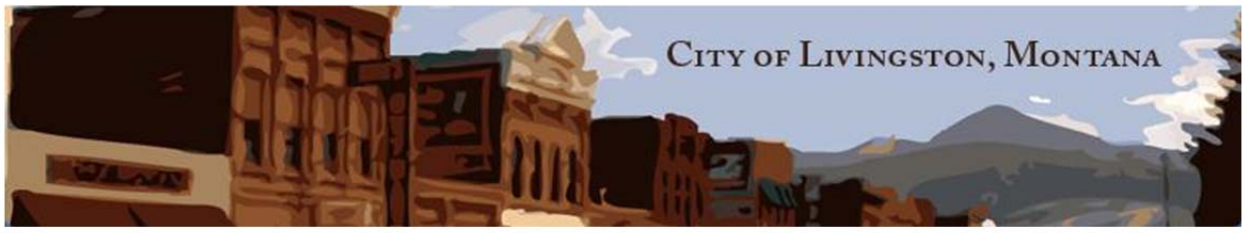
	Year 1 FY 2016	Year 2 FY 2017	Year 3 FY 2018	Year 4 FY 2019	Year 5 FY 2020	Total	Not Scheduled
Equipment							
Sewer Maintenance							
Vehicles		$ 25,000			$ 26,000	$ 51,000	
Sewer Jet Truck		160,000				160,000	
Lift Station Pumps	4,000		4,000		4,000	12,000	
Sewer Camera	20,000	-	-	-		20,000	5,000
Cold Storage Bldg						-	50,000
($150K Split b/w SMD, Water, Sewer)						-	
						-	
Waste Water Treatment Plant						-	
AC Unit		7,600				7,600	25,000
Connectivity WWTP To City Server	1,500					1,500	
Mini Loader Cat model 906						-	90,000
Tromel Screen						-	45,000
Portable 6 Pump			37,000			37,000	25,000
Composite Sampler	7,000					7,000	
Lab Dishwasher	7,200					7,200	
WWTP 2nd Vehicle						-	25,000
Roll Off Truck Repairs	7,500					7,500	
($15K Split /w Solid Waste)						-	
Add'l WWTP FTE						-	293,700
						-	
Projects						-	
Small Area Main Upgrades	10,000	20,000	20,000	20,000	20,000	90,000	10,000
Lift Station Rehab	10,000	10,000	10,000	10,000	10,000	50,000	
Sewer Camera-ing & Root Killing	10,000	10,000	10,000	10,000	10,000	50,000	50,000
Storm Drainage Cleaning - Underpass to Geyser	25,000					25,000	
($50K Split b/w Sewer & SMD)						-	
Perimeter Fence	7,750					7,750	
($31K Split b/w SMD, Water, Sewer, SW)						-	
Rate Realignment Study	5,000					5,000	
						-	
Capital Impr. Plan Yr 2015	200,000					200,000	
Capital Impr. Plan Yr 2016	20,000	200,000				220,000	
Capital Impr. Plan Yr 2017		20,000	200,000			220,000	
Capital Impr. Plan Yr 2018			20,000	200,000		220,000	
Capital Impr. Plan Yr 2019				20,000	200,000	220,000	
Capital Impr. Plan Yr 2020					20,000	20,000	
						-	
						-	
						-	
						-	
						-	
						-	
						-	
						-	
						-	
Total	**334,950**	**452,600**	**301,000**	**260,000**	**290,000**	**1,638,550**	**618,700**

Note: The Waste Water Treatment Plant Rehabilitation, scheduled for construction in FY 2017 has been divided into two phases which will take place between Fiscal Years 2017 & 2019. Updated estimates project this project witll costs a total of $14,710,000. To the extent that system development fees are available, they will be used to offset the capacity expanding expenditures.

SEWER FUND
RATE CHANGES & PROJECTION OF CUSTOMER GROWTH

	Projected				
	FY 16	FY 17	FY 18	FY 19	FY 20
Percentage Rate Changes/Customer Growth:					
Inflationary Adjustment	2.00	2.00	2.00	2.00	2.00
General Rate Increase	-	-	-	-	-
Increase in Rates Dedicated to CIP	-	-	-	-	-
Total Current Year Rate Changes	2.00	2.00	2.00	2.00	2.00
Customer Growth Rate	-	-	-	-	-
Total Percentage Increase in Base Year Revenues	2.00	2.00	2.00	2.00	2.00

Financial Impact on Average Residential Customer:					
Average Monthly Sewer Bill	$ 38.99	$ 39.77	$ 40.57	$ 41.38	$ 42.20
Current Year Percentage Rate Change	2.00	2.00	2.00	2.00	2.00
Projected Monthly Incr in Residential Sewer Bill	$ 0.78	$ 0.80	$ 0.81	$ 0.83	$ 0.84



Project Name: Vehicles

Department: Sewer

Current Year Cost: $25,000

Scheduled: FY 17 & 20

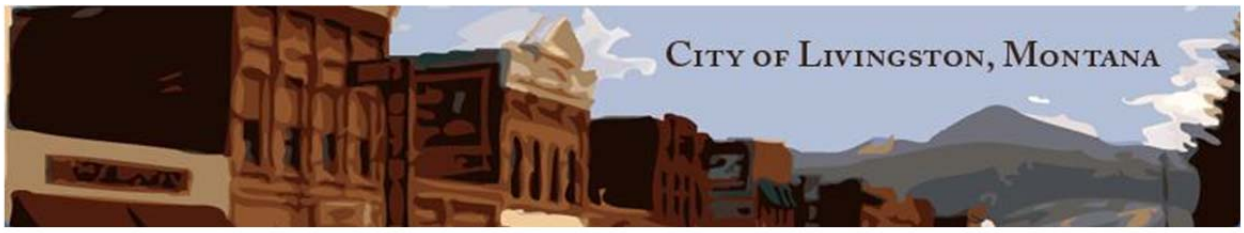
Source of Funding: Sewer

Project Description and Justification:
The sewer department has three vehicles. One is in use by the cemetery. These have lower miles then other department vehicles but are getting older in years. The goal of the Sewer Department is to maintain a twelve year or 100,000 mile replacement program. Because these vehicles are being utilized by more than one department it is imperative they remain on a strict replacement plan.

Alternatives:
Failing to replace these is an option, but more than one department would be affected by this decision.

Advantages of Approval:
Decrease repair & maintenance costs could be realized once older vehicles are replaced.

Impact on Future Operating Budgets:
Reduced operating costs could occur due to a possible reduction in repair & maintenance costs.



Project Name: Sewer Jet Truck

Department: Sewer

Cost: $160,000

Scheduled: FY 17

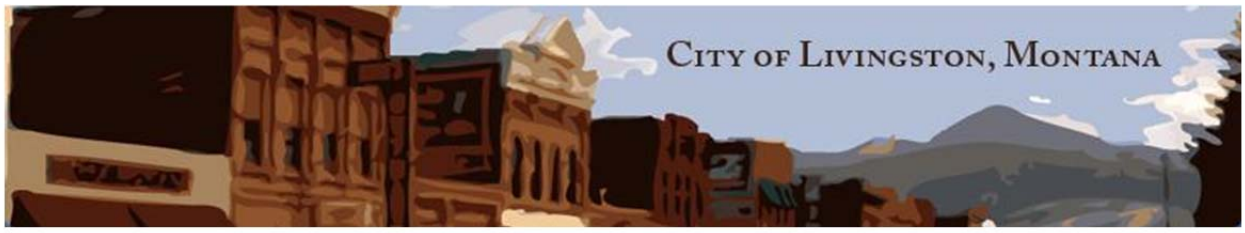
Source of Funding: Sewer

Project Description and Justification:
The sewer department has one sewer jet truck that is over 10 years old. A portable jet trailer is available for emergencies if this truck should be unavailable. This equipment is used for both routine maintenance as well as specific problem areas. Scheduled maintenance of our sewer lines can reduce both the occurrence of sewer backups and the liability of the City if one was to occur.

Alternatives:
Continue to run the current jet truck until it is no longer able to be used.

Advantages of Approval:
A new sewer jet truck will allow us to continue our sewer maintenance program, reducing sewer backups for citizens and possible our liability costs as the result of backups to that do occur

Impact on Future Operating Budgets:
Lower insurance deductible costs could be realized and/or maintained.



Project Name: **Lift Station Rehabilitation**

Department: **Sewer**

Cost: **$14,000 ($10,000 for Repairs, $4,000 for Pumps)**

Scheduled: **FY16-20**

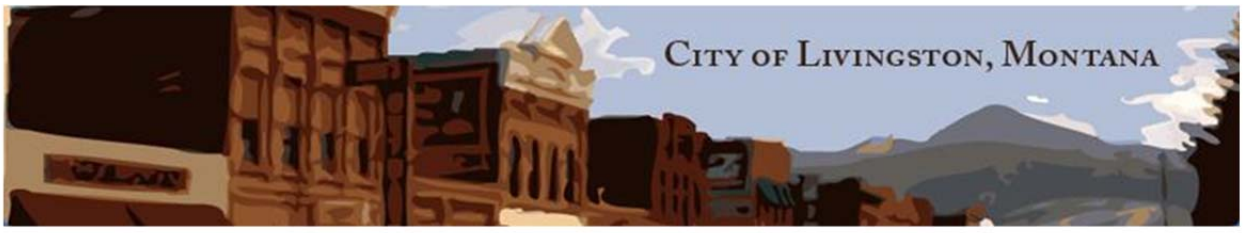
Source of Funding: **Sewer**

Project Description and Justification:
The sewer department depends on lift stations to direct the waste water towards the waste water treatment plant. These lift stations are in a challenging environment and corrosion is extensive. In order to rehabilitate each lift-station we will need to replace manholes, electronics and pumps on a regular basis.

Alternatives:
An alternative to this maintenance would be to defer it and hope for no major failures to these stations.

Advantages of Approval:
Lift stations that don't fail or break down will give our customers better service and will save extensively on our overtime budgets.

Impact on Future Operating Budgets:
Reduced overtime could result once these stations have all been rehabilitated.



Project Name: **5 ton AC/Heating unit**

Department: **Sewer**

Cost: **$7,568**

Scheduled for: **FY 2017**

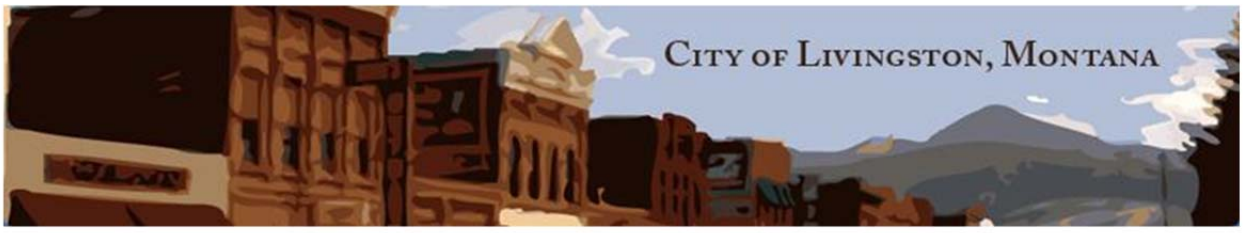
Source of Funding: **Sewer Unrestricted Funds**

Project Description and Justification:
Existing unit is very old and continues to break down often and is having electrical issues. This unit is necessary for the climate control of the control bldg. For example the dissolved Oxygen meter is required to be at a constant temp of 68deg. And 72 deg F. This meter is used for measuring D.O. in the Biochemical oxygen demand test which is required by the DEQ. False readings can lead to inaccurate reporting on the monthly DMR which in turn could lead to violations.

Alternatives: Will continue to pay for repairs as well as deal with the down time.

Advantages of Approval: Will have a new unit that will be cheaper to operate with warranty to handle any break downs also the chance of violation from false BOD numbers is less likely..

Impact on Future Operating Budgets: Use less electricity with a new unit with a higher seer rating.



Project Name: **Internet Connectivity from the PW bldg. to the WWTP.**

Department: **Sewer**

Cost: **$1,500**

Scheduled for: **FY 2016**

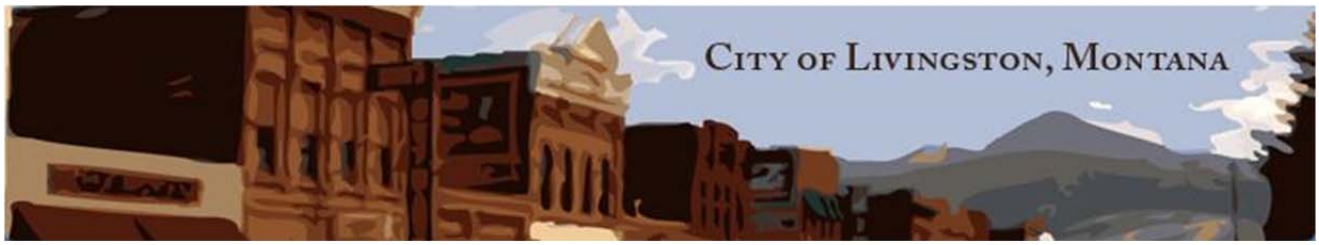
Source of Funding: **Sewer Unrestricted Funds**

Project Description and Justification:
Needed to allow communications via the internet system from PW and the WWTP.

Alternatives: Remain disconnected with the main Public Works Server.

Advantages of Approval: WWTP operation staff can communicate via computer for the DMR simultaneously with the foreman. This is very useful when the foreman is out and the operators need to complete the NET DMR or the weekly reports.

Impact on Future Operating Budgets: None at this time.



Project Name: **6" Dri- prime portable pump**

Department: **Sewer**

Cost: **$37,000**

Scheduled for: FY 2018

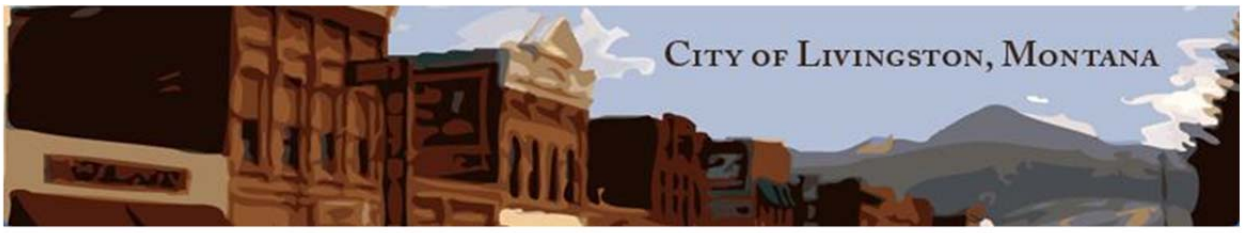
Source of Funding: **Sewer Unrestricted Funds**

Project Description and Justification: Portable pump that will replace the existing 15 year old 4" portable pump that is having more and more problems each year, it is hard to keep primed and pumping when pumping more than 8 ft. of head and is very difficult to start, also is very un-reliable. It will also be used as an emergency back up for the WWTP if all power sources are down.

Alternatives: Keep using the old 4" pump and hope that it operates when needed.

Advantages of Approval: able to have a reliable pump at all times whenever needed within the city also very important it can be used to maintain plant flow through the plant if all power sources are down.

Impact on Future Operating Budgets: None at this time.



Project Name: **HACH Composite Sampler**

Department: **Sewer**

Cost: **$7,000**

Scheduled for: **FY 2016**

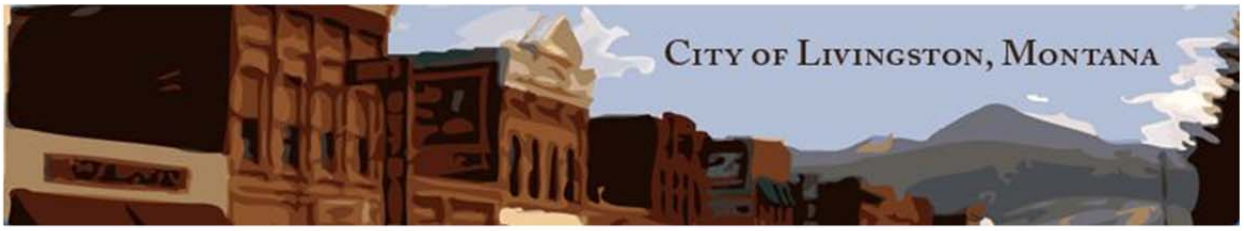
Source of Funding: **Sewer Unrestricted Funds**

Project Description and Justification:
Need to have spare unit so that if one of the in use units fail we can replace with a good unit while the other is being repaired. It is mandated through the Department of Environmental Quality that we maintain a 24 hr. composite sampling procedure so that we can perform the necessary tests, also mandated by the DEQ.

Alternatives: Will not meet our requirements through the Montana Department of Environmental Quality if the unit fails and needs repaired.

Advantages of Approval: Will meet our requirements through the Montana Department of Environmental Quality if unit fails.

Impact on Future Operating Budgets: If we violate our plant permit requirements it will cost money in fines.



Project Name: **Lab Dishwasher**

Department: **Sewer**

Cost: **$7,200**

Scheduled for: FY 2016

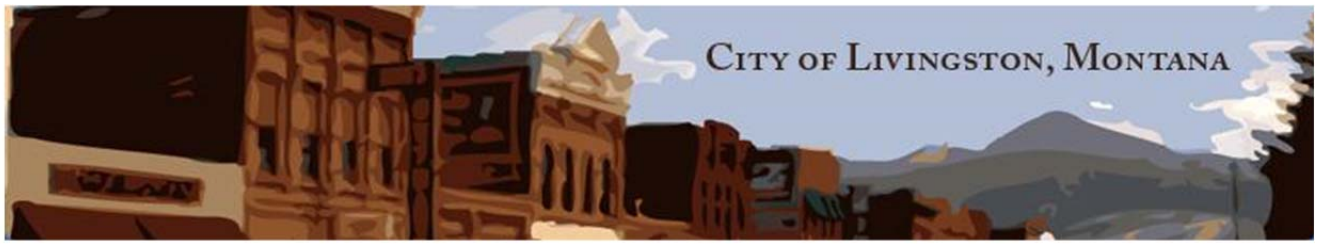
Source of Funding: **Sewer Unrestricted Funds**

Project Description and Justification:
Existing unit is 10 years old and continues to break down often, leaks water and is having electrical issues that can't be solved. This unit is necessary for maintaining lab compliance for the sterilization of the BOD bottles, e-coli glass ware, sample containers and other lab equipment.

Alternatives: Will not meet our requirements through the Montana Department of Environmental Quality if unit breaks down and is out of service being repaired.

Advantages of Approval: Will meet our requirements through the Montana Department of Environmental Quality by use of a new unit that will have a great warranty with loner capabilities.

Impact on Future Operating Budgets: None at this time.



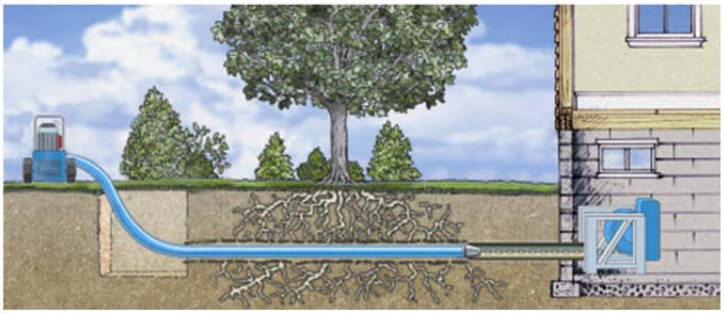
Project Name: **Sewer Camera/Root Killing**

Department: **Sewer**

Cost: **$10,000/year**

Scheduled: **FY 2016-2020**

Source of Funding: **Sewer Unrestricted Fund**

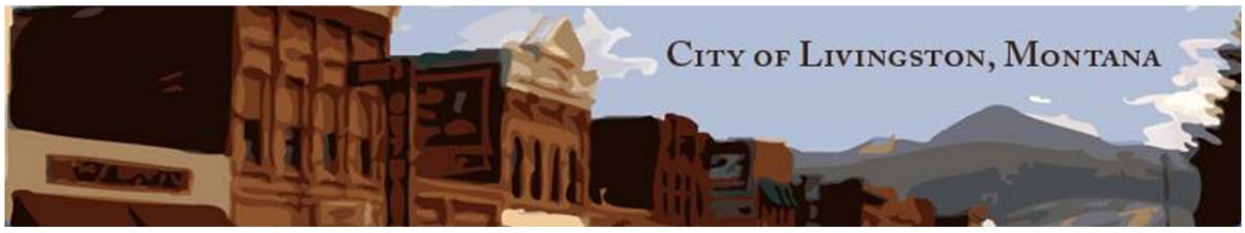


Project Description and Justification:
Due to the age of the sewer distribution system, it is paramount to have a preventative maintenance program implemented to ensure an operational system and minimize sewer backup claims. An important step in this program includes a T.V. inspection of the sewer mains and scheduling Root Killing in areas where it is warranted. This operation will continue on an annual basis and decrease as older sewer mains are replaced.

Alternatives:
None.

Advantages of Approval:
Preventative identification of sewer and root issues will help to minimize sewer backup claims.

Impact on Future Operating Budgets:
Repair and maintenance costs associated with identification of sewer issues. However, repair and maintenance costs may decrease due to the impact of preventative root killing.



Project Name: **Storm Drainage Cleaning**

Department: **Sewer**

Cost: **$50,000 (split 50.50 b/w Sewer & Streets)**

Scheduled: **FY 2016**

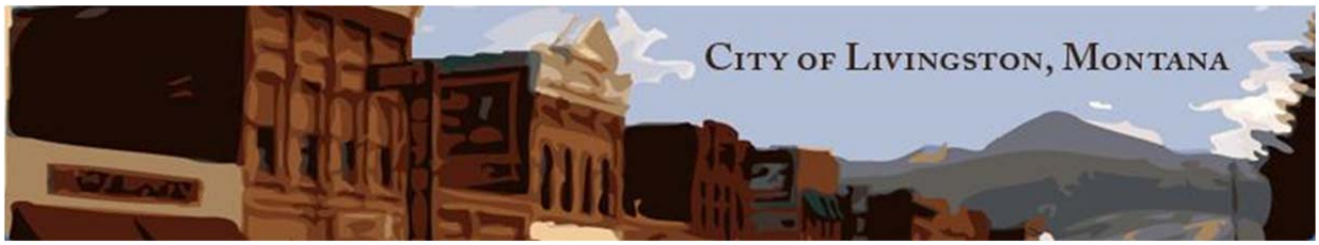
Source of Funding: **Sewer Unrestricted Funds**

Project Description and Justification:
The Storm drain pipe from the underpass to the B Street outlet into Fleshman Creek needs to be properly maintained. The capacity of the storm drain pipe has decreased due to the presence of various types of material.

Alternatives:
Leave as is, address drainage issues as they arise.

Advantages of Approval:
Proactive maintenance will prevent future drainage issues.

Impact on Future Operating Budgets:
Repair and maintenance or damage caused by drainage issues may decrease as the storm drain is cleaned out and is maintained properly.



Project Name: **Perimeter Fence**

Department: **Split between SMD, Water, Sewer & Solid Waste**

Cost: **$31,000 ($7,750 each)**

Scheduled for: FY 2016

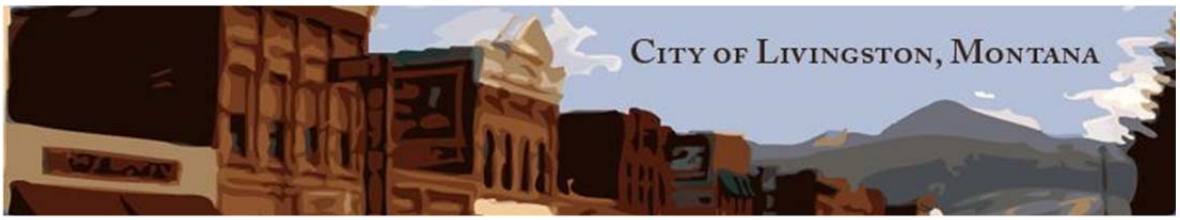
Source of Funding: **Split between SMD, Water, Sewer & Solid Waste**

Project Description and Justification:
Installing fence the perimeter of the Public Works plant to ensure security and control over the grounds.

Alternatives:
Leave the perimeter open

Advantages of Approval:
Ensure security and control over the plant

Impact on Future Operating Budgets:
None

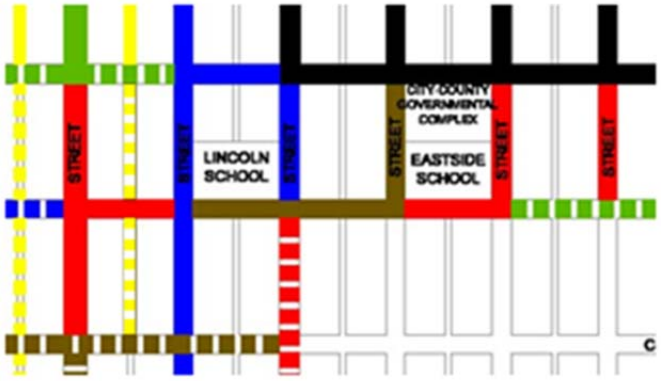


Project Name: 100 and 200 block of South Main Street, 100 and 400 blocks of East Lewis Street, and the 100 blocks of South E and F Streets (Capital Improvement Plan Year 2015)

Department: Sewer

Current Year Cost: $200,000

Source of Funding: Sewer Unrestricted Funds

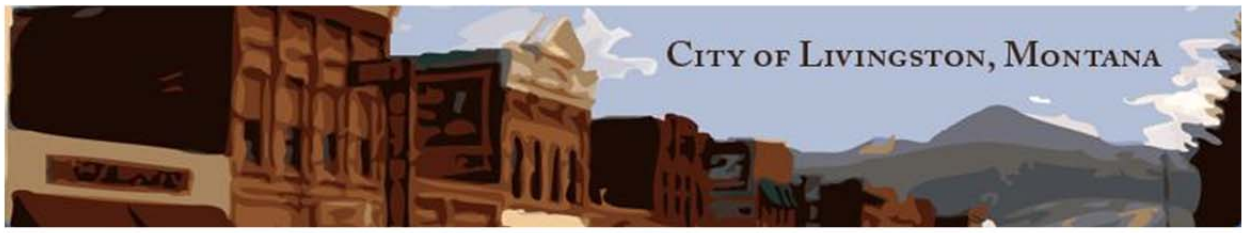


Project Description and Justification: Replacement of Water and Sewer mains on the 100 and 200 blocks of South Main Street, 100 and 400 blocks of East Lewis, and the 100 blocks of South E and F Street. Because the sewer main on East Lewis was replaced in the early 1990's, costs should be less for water and sewer. This is the heart of the downtown area, a place traveled frequently by both citizens and tourists alike.

Alternatives: Abandon the 10 Year plan.

Advantages of Approval: Continue on track with the 10 Year plan.

Impact on Future Operating Budgets: Reduced water and sewer main maintenance in this area of town as well as reduced risk of main breaks. Reduced insurance costs could also result.

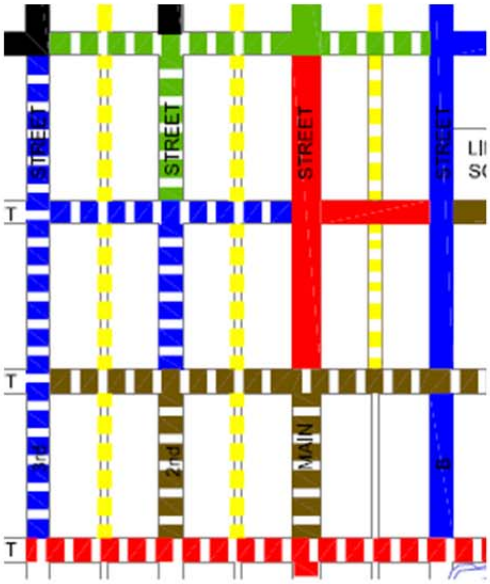


Project Name: 6 Blocks of Alleys Downtown from Callender Street to Geyser Street between Main Street & 3rd Street, 2 blocks of Alleys between Main and B St from Callender to Lewis St (Capital Improvement Plan Year 2016)

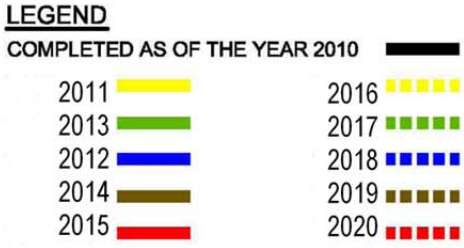
Department: Sewer

Cost: $200,000 ($20,000 engineering in FY 2016)

Source of Funding: Sewer Unrestricted Funds



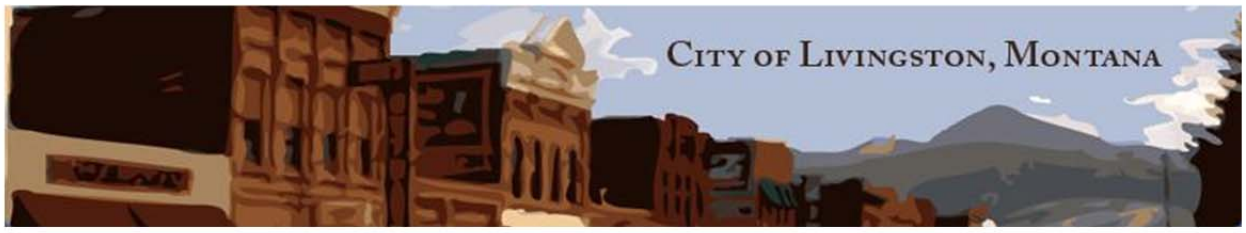
Project Description and Justification: Replacement of the water and sewer mains in the alleys downtown from Callender Street to Geyser Street between Main Street & 3rd Street and between Main and B St from Callender to Lewis St. Costs will be higher for water and sewer due to the narrow alleys and due to the location of the water mains on top of the sewer mains.



Alternatives:
Abandon the 10 Year plan.

Advantages of Approval:
Continue on track with the 10 Year plan.

Impact on Future Operating Budgets:
Reduced water and sewer main maintenance in this area of town as well as reduced risk of main breaks. Reduced insurance costs could also result.



Project Name: Callender Street from 3rd to B Street, Lewis Street from E to H Street, G Street from Callender to Lewis (Capital Improvement Plan Year 2017)

Department: Sewer

Current Year Cost: $200,000 ($20,000 engineering in FY 2017)

Source of Funding: Street Maintenance District Unrestricted Funds

LEGEND

COMPLETED AS OF THE YEAR 2010

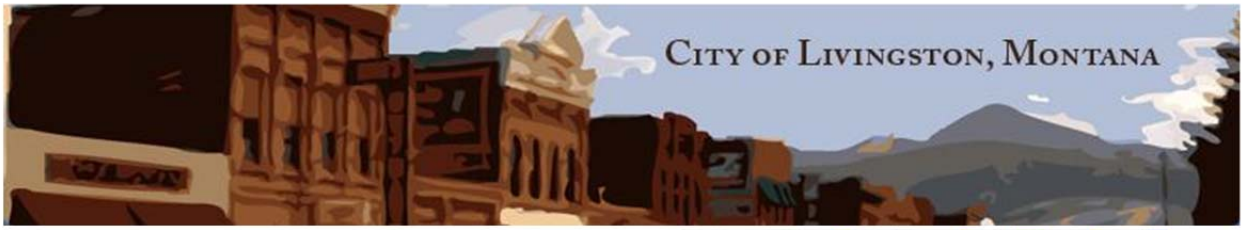
2011
2013
2012
2014
2015
2016
2017
2018
2019
2020

Project Description and Justification:
Replacement of water and sewer mains on the following streets: 200 and 100 block of West Callender Street, 100 block of East Callender Street, 500 to 700 block of East Lewis Street, and the 100 block of South G Street.

Alternatives: Abandon the 10 Year plan.

Advantages of Approval: Continue on track with the 10 Year plan.

Impact on Future Operating Budgets: Reduced water and sewer main maintenance in this area of town as well as reduced risk of main breaks. Reduced insurance costs could also result.

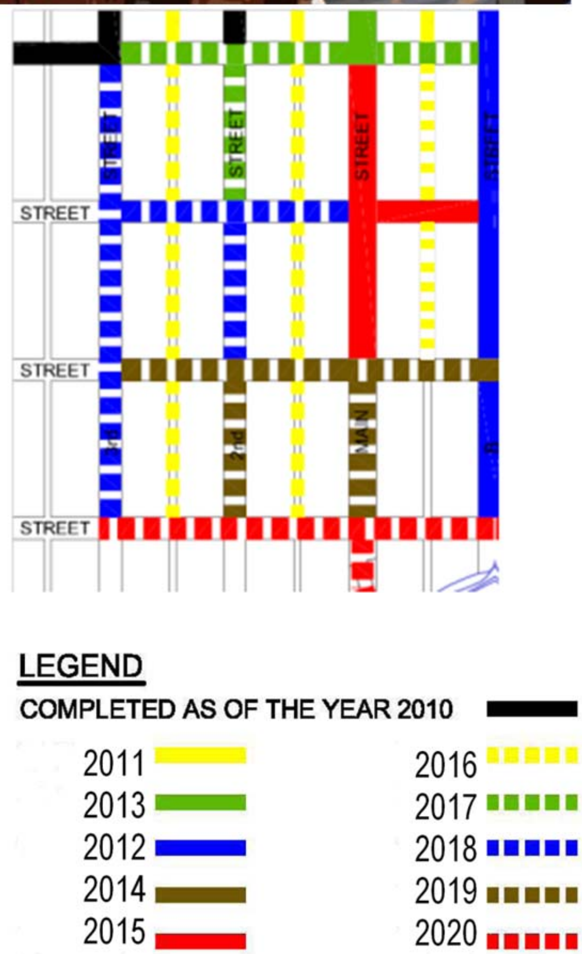


Project Name: 3rd Street from Callender to Geyser Street, Lewis Street from 3rd to Main Street, 2nd Street from Lewis to Clark Street (Capital Improvement Plan Year 2018)

Department: Sewer

Cost: $200,000 ($200,000 engineering in 2018)

Source of Funding:
Sewer Fund Unrestricted Funds

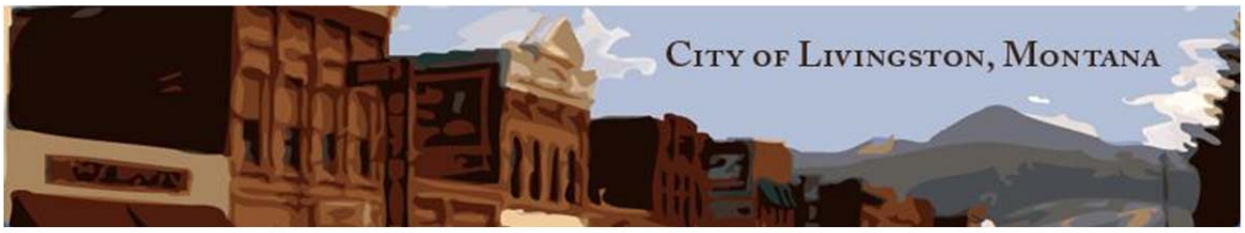


Project Description and Justification:
Replacement of the water and sewer mains on the following streets: 3rd Street from Callender to Geyser Street, Lewis Street from 3rd to Main Street, 2nd Street from Lewis to Clark Street.

Alternatives:
Abandon the 10 Year plan.

Advantages of Approval:
Continue on track with the 10 Year plan.

Impact on Future Operating Budgets:
Reduced water and sewer main maintenance in this area of town as well as reduced risk of main breaks. Reduced insurance costs could also result.



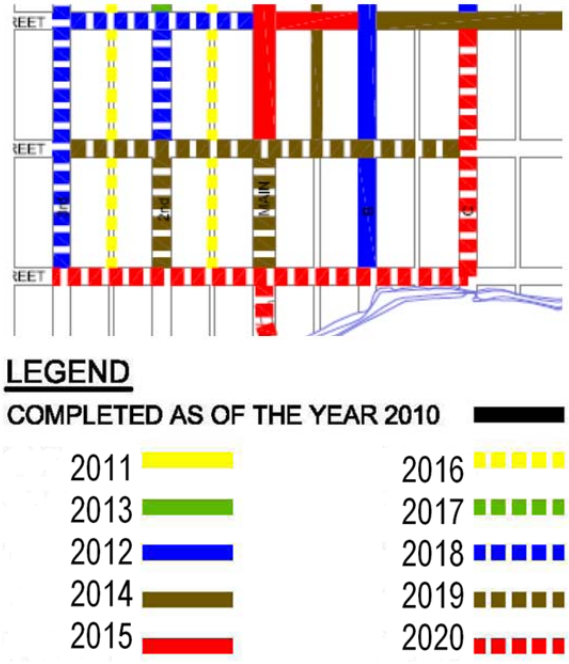
Project Name: Clark Street from 3rd Street to C Street, 300 blocks of South Main & 2nd Streets (Capital Improvement Plan Year 2019)

Department: Sewer Fund

Current Year Cost: $200,000 ($20,000 Engineering in FY 2019)

Scheduled: FY 2020

Source of Funding: Sewer Unrestricted Funds



Project Description and Justification:
Replacement of streets as well as the water and sewer main replacements on the following streets: Clark Street from 3rd Street to C Street, 300 blocks of South Main & 2nd Streets

Alternatives:
Abandon the 10 Year plan.

Advantages of Approval:
Continue on track with the 10 Year plan.

Impact on Future Operating Budgets:
Reduced water and sewer main maintenance in this area of town as well as reduced risk of main breaks. Reduced insurance costs could also result.

SEWER IMPACT FEES FINANCIAL ANALYSIS

FUND DESCRIPTION

The sewer impact fees are found within the sewer fund and are used to account for all the activities of the City's sewer impact fees.

KEY REVENUE ASSUMPTIONS:

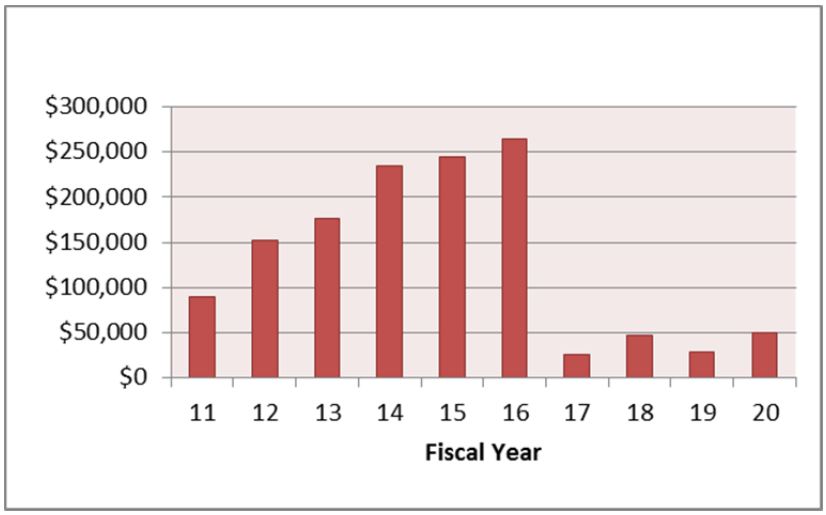
- Revenues are estimated to increase 2% for the next 5 years.
- Increased revenues in FY15 & 16 are onetime increases attributed to the impact fees assessed on new hospital construction.

KEY EXPENDITURE ASSUMPTIONS:

- Capacity expanding expenditures will likely be a part of the Waste Water Treatment Plant Rehabilitation project in fiscal year 2017 and 2019.

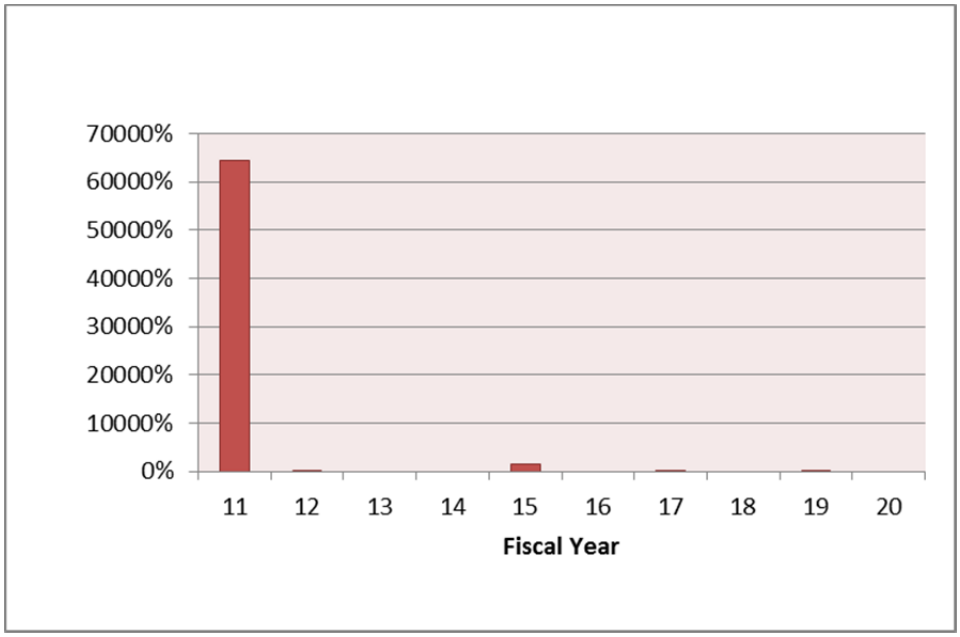
SEWER IMPACT FEES - WORKING CAPITAL BALANCE

FY 11 – 14 Actual – Current year FY 15 Estimated – FY 16 – 20 Projected



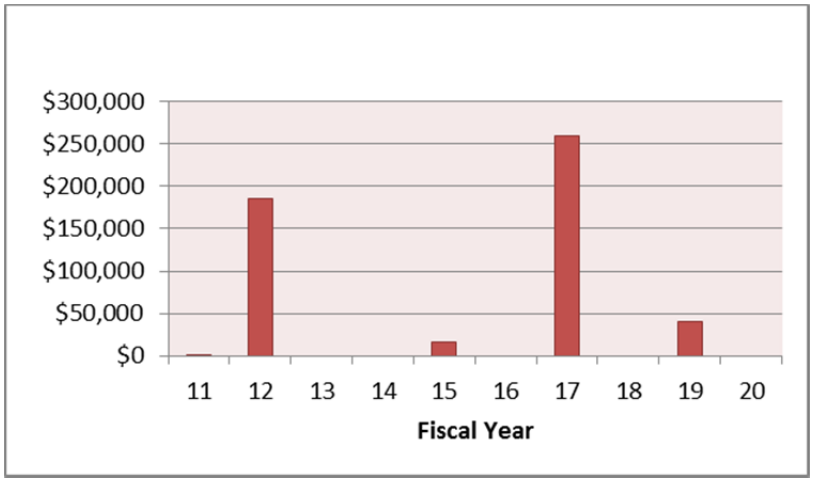
SEWER IMPACT FEES BALANCE AS % OF EXPENDITURES

FY 11 – 14 Actual – Current year FY 15 Estimated – FY 16 – 20 Projected



SEWER IMPACT FEES FUND - CAPITAL EXPENDITURES

FY 11 – 14 Actual – Current year FY 15 Estimated – FY 16 – 20 Projected



CAPITAL IMPROVEMENT PLAN
SEWER IMPACT FEES (5310)
Fiscal Years 2011 - 2015

	FY 2011	FY 2012	FY 2013	FY 2014	Projected FY 2015
Beginning Working Capital	$ 81,468	$ 90,080	$ 152,907	$ 175,881	$ 235,016
Add:					
Operating Revenues	8,752	15,075	22,974	59,135	25,000
Transfers In	-	232,425	-	-	-
Total Revenues	8,752	247,500	22,974	59,135	25,000
Subtract:					
Operating Expenditures	-	-	-	-	-
Capital Expenditures	140	184,673	-	-	16,000
Transfers Out			-	-	-
Total Expenditures	140	184,673	-	-	16,000
Reconciliation to F/S					
Estimated Ending Balance	$ 90,080	$ 152,907	$ 175,881	$ 235,016	$ 244,016

CAPITAL IMPROVEMENT PLAN SEWER IMPACT FEES (5310) Fiscal Years 2016 - 2020	Year 1 FY 2016	Year 2 FY 2017	Year 3 FY 2018	Year 4 FY 2019	Year 5 FY 2020
Estimated Beginning Working Capital	$ 244,016	$ 264,516	$ 25,426	$ 46,755	$ 28,509
Add:					
Operating Revenues	20,500	20,910	21,328	21,755	22,190
Transfers In	-	-	-	-	-
Total Revenues	20,500	20,910	21,328	21,755	22,190
Subtract:					
Operating Expenditures	-	-	-	-	-
Capital Expenditures	-	260,000	-	40,000	-
Transfers Out	-	-	-	-	-
Total Expenditures	-	260,000	-	40,000	-
Estimated Ending Balance	$ 264,516	$ 25,426	$ 46,755	$ 28,509	$ 50,699

CAPITAL IMPROVEMENT PLAN SEWER IMPACT FEES (5310) Fiscal Years 2016 - 2020							
	Year 1 FY 2016	Year 2 FY 2017	Year 3 FY 2018	Year 4 FY 2019	Year 5 FY 2020	Total	Not Scheduled
Equipment							
						$ -	
						-	
						-	
Projects							
Sewer Plant Rehab:						-	
Phase 1		260,000				260,000	
Phase 2				40,000		40,000	
						-	
						-	
						-	
						-	
						-	
						-	
						-	
Total	-	260,000	-	40,000	-	300,000	-

City of Livingston
Incorporated 1889

SOLID WASTE FUND FINANCIAL ANALYSIS

FUND DESCRIPTION

The solid waste fund is used to account for all the activities of the City's sanitation services. This includes the solid waste collection, as well as recycling and the City Transfer Station.

The major revenue source to the solid waste fund is garbage collection charges. Other revenue sources include: sales of recycled materials, transfer station charges, and investment earnings.

KEY REVENUE ASSUMPTIONS:

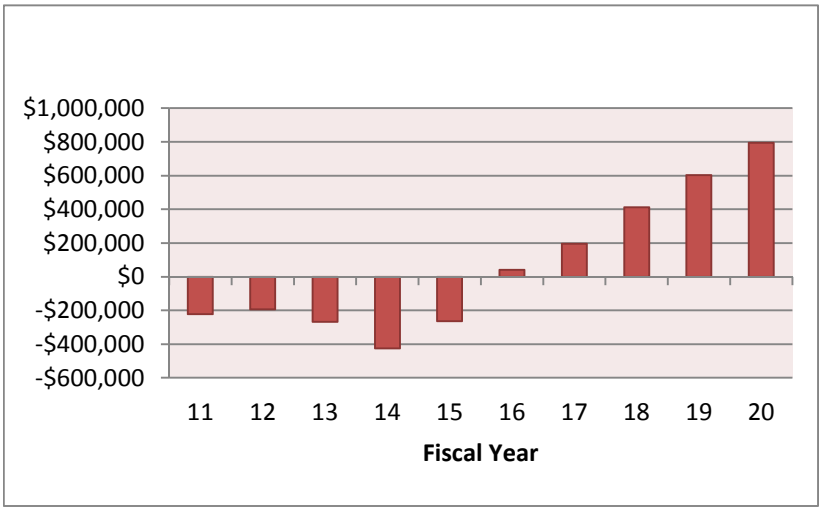
- Revenues are estimated to increase 2% per year.

KEY EXPENDITURE ASSUMPTIONS:

- Personnel Costs are projected to increase 2% per year for the next 5 years.
- Health Insurance Costs have been increased 3% for the entire term of the CIP.
- Operating costs have been increased by an average of 2% per year.

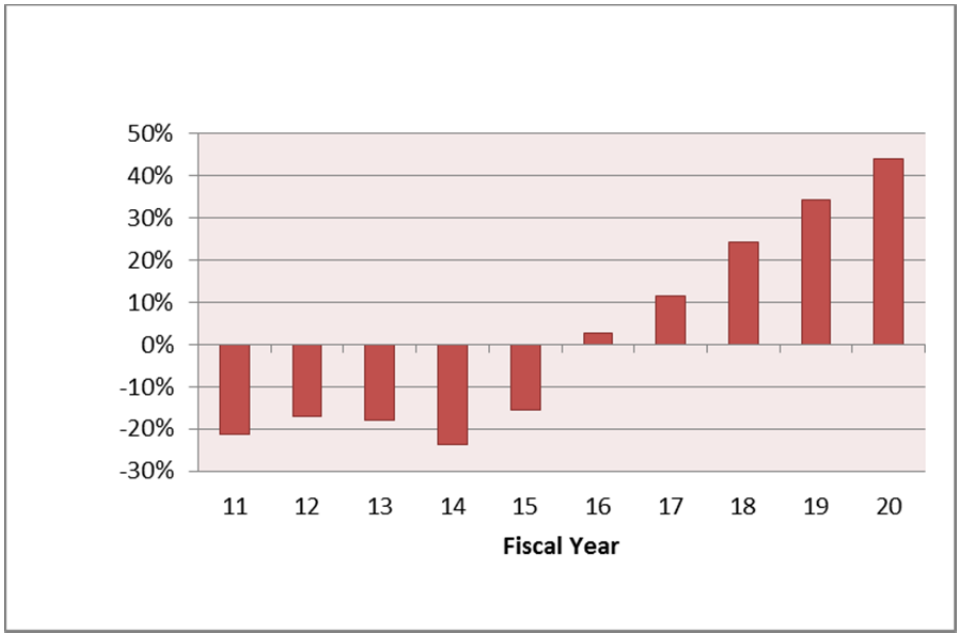
SOLID WASTE FUND - FUND BALANCE

FY 11 – 14 Actual – Current year FY 15 Estimated – FY 16 – 20 Projected



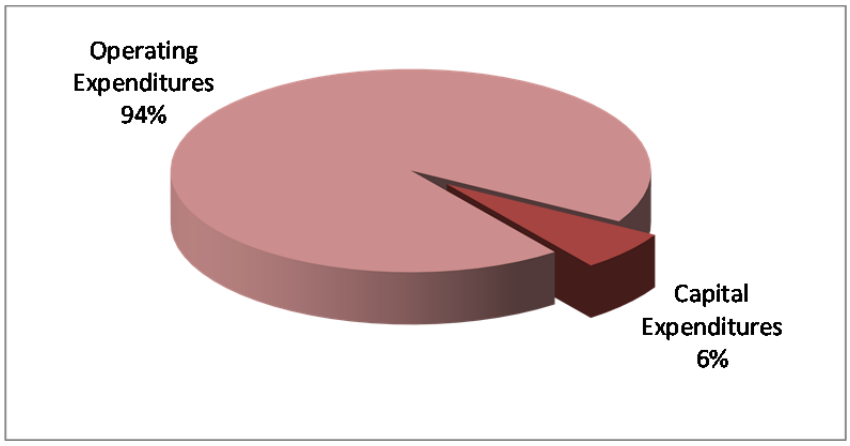
SOLID WASTE FUND BALANCE AS % OF EXPENDITURES

FY 11 – 14 Actual – Current year FY 15 Estimated – FY 16 – 20 Projected



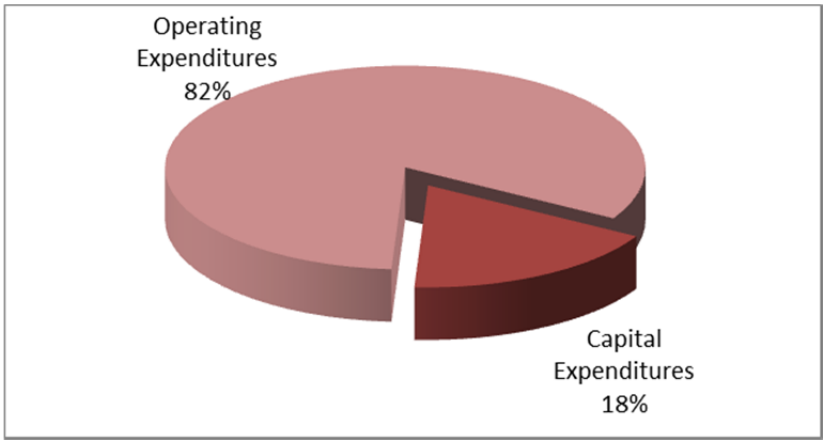
SOLID WASTE FUND - OPERATING & CAPITAL EXPENDITURES

Last five years (FY 11 – FY 15)



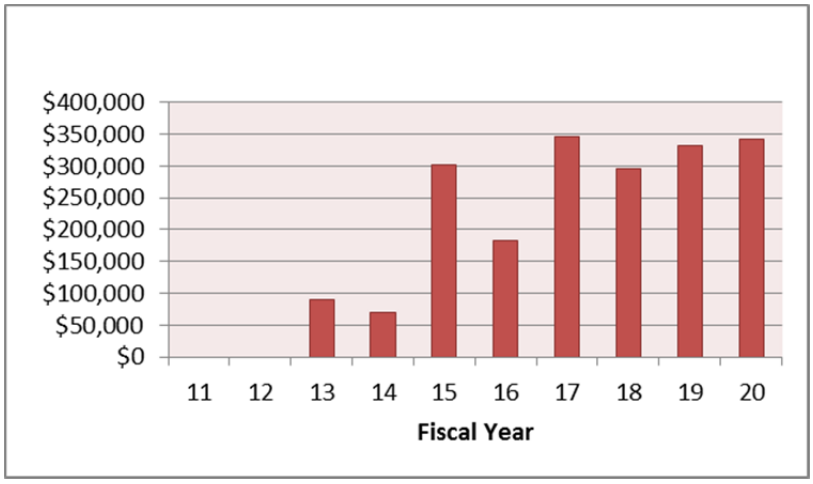
SOLID WASTE FUND - OPERATING & CAPITAL EXPENDITURES

Next five years – C I P (FY 16 – FY 20)



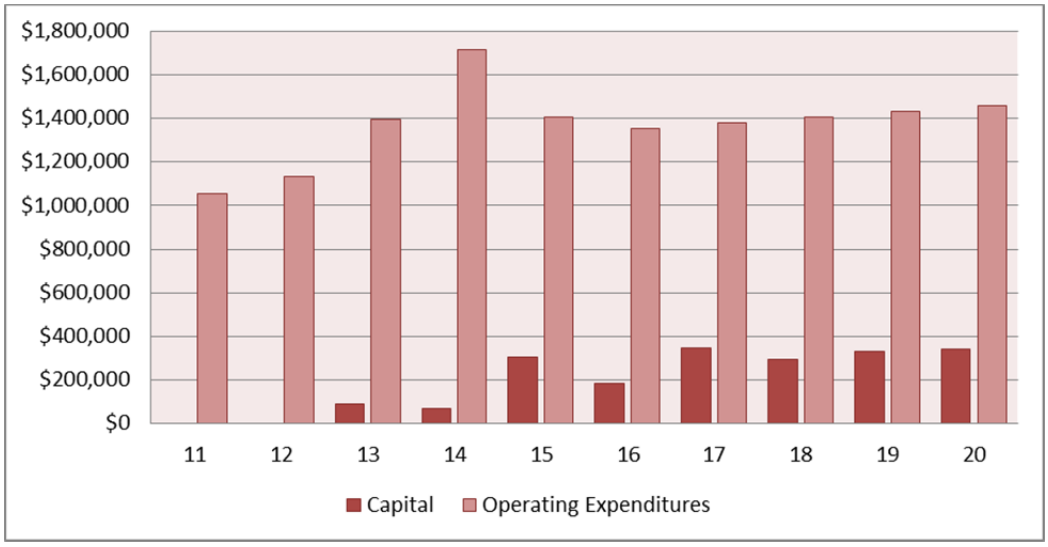
SOLID WASTE FUND - CAPITAL EXPENDITURES

FY 11 – 14 Actual – Current year FY 15 Estimated – FY 16 – 20 Projected



CAPITAL EXPENDITURES VS OPERATING EXPENDITURES

FY 11 – 14 Actual – Current year FY 15 Estimated – FY 16 – 20 Projected



CAPITAL IMPROVEMENT PLAN
SOLID WASTE FUND (5410)
Fiscal Years 2011 - 2015

	FY 2011	FY 2012	FY 2013	FY 2014	Projected FY 2015
Beginning Working Capital	$ (175,760)	$ (223,210)	$ (193,894)	$ (268,207)	$ (425,221)
Add:					
Operating Revenues	1,019,435	1,159,736	1,410,507	1,685,711	1,870,100
Transfers In	-	-	-	-	-
Total Revenues	1,019,435	1,159,736	1,410,507	1,685,711	1,870,100
Subtract:					
Operating Expenditures	1,051,721	1,134,836	1,396,679	1,712,899	1,407,165
Capital Expenditures	-	-	89,359	70,074	302,500
Transfers Out					-
Total Expenditures	1,051,721	1,134,836	1,486,038	1,782,973	1,709,665
Reconciliation to F/S	(15,164)	4,416	1,218	(59,752)	-
Estimated Ending Balance	$ (223,210)	$ (193,894)	$ (268,207)	$ (425,221)	$ (264,786)

CAPITAL IMPROVEMENT PLAN
SOLID WASTE FUND (5410)
Fiscal Years 2016 - 2020

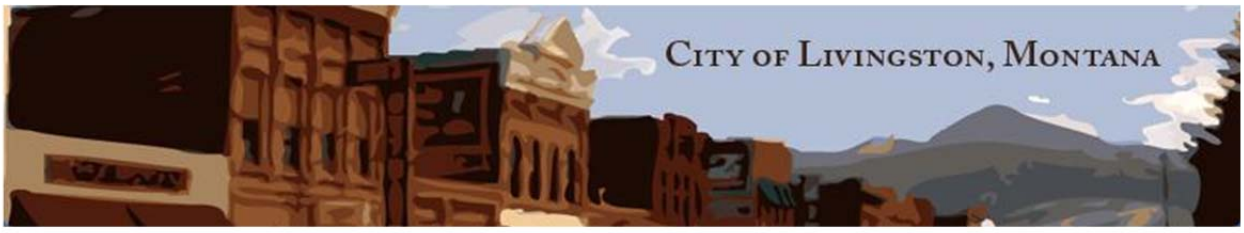
	Year 1 FY 2016	Year 2 FY 2017	Year 3 FY 2018	Year 4 FY 2019	Year 5 FY 2020
Estimated Beginning Working Capital	$ (264,786)	$ 41,291	$ 196,246	$ 411,114	$ 602,059
Add:					
Operating Revenues	1,841,202	1,878,026	1,915,587	1,953,898	1,992,976
Transfers In	-	-	-	-	-
Total Revenues	1,841,202	1,878,026	1,915,587	1,953,898	1,992,976
Subtract:					
Operating Expenditures	1,352,175	1,378,071	1,404,489	1,431,440	1,458,935
Capital Expenditures	182,950	345,000	296,230	331,513	342,743
Transfers Out	-	-	-	-	-
Total Expenditures	1,535,125	1,723,071	1,700,719	1,762,954	1,801,679
Estimated Ending Balance	$ 41,291	$ 196,246	$ 411,114	$ 602,059	$ 793,356

CAPITAL IMPROVEMENT PLAN
SOLID WASTE FUND (5410)
Fiscal Years 2016 - 2020

	Year 1 FY 2016	Year 2 FY 2017	Year 3 FY 2018	Year 4 FY 2019	Year 5 FY 2020	Total	Not Scheduled
Equipment							
Garbage Truck	-	250,000	-	-	260,000	510,000	
Scale Maintenance	7,500					7,500	
Roll-off Vehicle for Comm. Cust.				150,000		150,000	
Roll Off Truck Repairs	7,500					7,500	
($15K Split /w Solid Waste)							
Garbage Truck Shop (3 Bays)	130,000					130,000	
Backhoe				100,000		100,000	
Garbage Cans	24,000	20,000	40,000	20,000	20,000	124,000	
Add'l FTE			60,307	61,513	62,743	184,564	109,136
Add'l .5 FTE		-	-	-	-	-	146,853
(Split with SMD)						-	
Permanent Transfer Station Office						-	20,000
Rate Realignment Study	5,000					5,000	
Projects							
Lighting Upgrade Grant Match	1,200					1,200	
Replace Scales at Transfer Station						-	52,400
Scale Maintenance							
Perimeter Fence	7,750					7,750	
($31K Split b/w SMD, Water, Sewer, SW)							
Utility Service to Transfer Station		75,000				75,000	
Payoff Remaining Transfer Station Loan			195,923			195,923	
						-	
						-	
						-	
						-	
						-	
						-	
Total	**182,950**	**345,000**	**296,230**	**331,513**	**342,743**	**1,498,437**	**328,389**

SOLID WASTE FUND
RATE CHANGES & PROJECTION OF CUSTOMER GROWTH

	Projected				
	FY 16	FY 17	FY 18	FY 19	FY 20
Percentage Rate Changes/Customer Growth:					
Inflationary Adjustment	2.00	2.00	2.00	2.00	2.00
General Rate Increase	-	-	-	-	-
Increase in Rates Dedicated to CIP	-	-	-	-	-
Total Current Year Rate Changes	2.00	2.00	2.00	2.00	2.00
Customer Growth Rate	-	-	-	-	-
Total Percentage Increase in Base Year Revenues	2.00	2.00	2.00	2.00	2.00
Financial Impact on Average Residential Customer:					
Average Monthly Garbage Bill	$ 17.74	$ 18.09	$ 18.46	$ 18.83	$ 19.20
Current Year Percentage Rate Change	2.00	2.00	2.00	2.00	2.00
Projected Monthly Incr in Residential Garbage Bill	$ 0.35	$ 0.36	$ 0.37	$ 0.38	$ 0.38



Project Name: Garbage Truck and Roll-Off Vehicle

Department: Solid Waste

Cost: $250,000 per Garbage truck
$150,000 for Roll-Off Vehicle

Scheduled: FY 2017, FY 2019, FY 2020

Source of Funding: Solid Waste

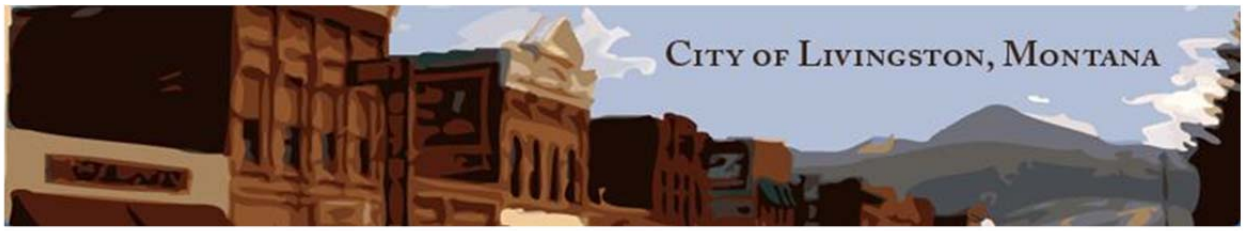
Project Description and Justification:

In the past, the Solid Waste utilized a five year replacement program for the three garbage trucks within the department. Due to reduced financial resources, that replacement program has been abandoned for a number of years. Numerous changes were instituted to better utilize the aging fleet the department now owns. These changes include changing pickup routes, which allowed less travel. This change allowed the Solid Waste Department to more than double the life of their vehicles, moving to a seven year replacement program. This change means, however, that when the third truck is retired it will be 21 years old.

Alternatives:
To go longer than 21 years, the Solid Waste department is likely to incur major costs for upgrades and repairs.

Advantages of Approval:
New garbage trucks will be utilized on the most traveled routes, and the less traveled routes (commercial and curbside compost pickup) will receive the retired residential trucks, retiring the truck requiring the most to repair & maintain.

Impact on Future Operating Budgets:
Reduced repair and maintenance costs will occur, which have become high in this fund due to the older vehicles. An average of $11,000 per truck per year savings is expected for this fund as older trucks are replaced.



Project Name: **Scale Maintenance**

Department: **Solid Waste**

Cost: **$7,500**

Scheduled for: FY 2016

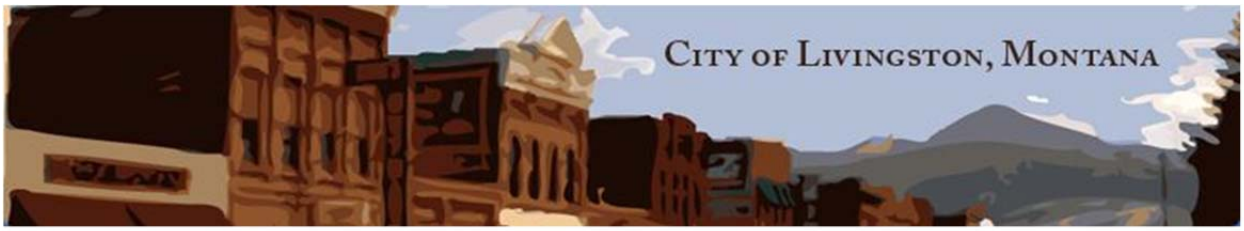
Source of Funding: **Solid Waste Department**

Project Description and Justification:
Maintenance for the scale within the transfer station to keep it in good working order to accurately charge our customers.

Alternatives:
Allow scale to go without maintenance, reducing is effectiveness

Advantages of Approval:
Keeping the scale working properly and avoiding costly repairs.

Impact on Future Operating Budgets:
None



Project Name: Garbage Truck Shop/Office

Department: Solid Waste

Cost: $130,000

Scheduled: FY 16

Source of Funding: Solid Waste

Project Description and Justification:

In order to maintain a 20 year operational garbage collection and disposal service the need for additional office space and equipment storage is vital. The current conditions that exist for office and storage make for a difficult working environment. The office is has no heat, water or bathroom facilities. Solid Waste equipment is currently stored at the Street Shop which could be used for many of the other pieces of equipment that are currently stored outside. Being able to work on the equipment inside a covered structure would be beneficial for productivity.

Alternatives:

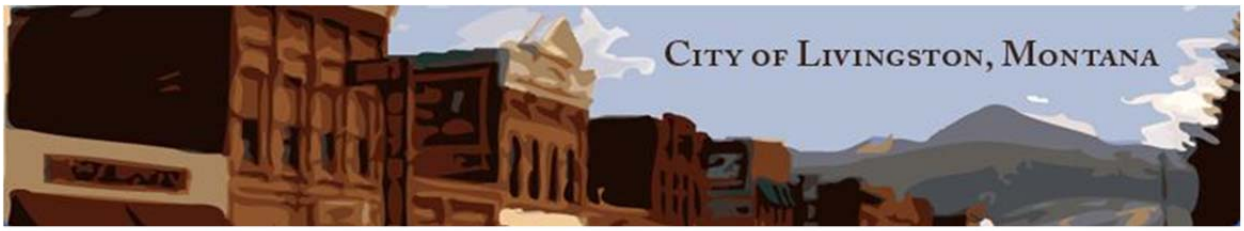
Maintain the current situation by continuing to use the Street Shop for storage and maintenance during the lower temperature months. Continue using a portable toilet with no washing facilities. Continue to not have the office capabilities of computer and internet service and a better facility for customers and staff to get out of the weather.

Advantages of Approval:

Provides a heated facility to park and perform routine maintenance on the garbage trucks and a heated office with utilities.

Impact on Future Operating Budgets:

The cost of utilities for electricity, gas, and internet.



Project Name: Garbage Cans

Department: Solid Waste

Cost: $20,000/year

Scheduled: FY2016 - 2020

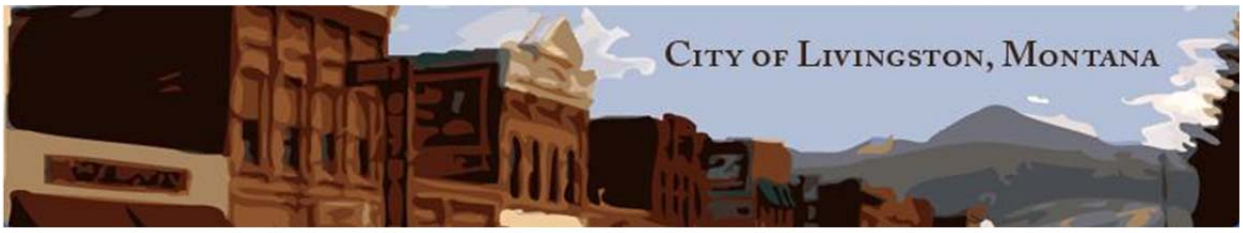
Source of Funding: Solid Waste

Project Description and Justification:
Due to the normal wear and tear on both the Compost (green) and Garbage (blue) cans, the City replaces close to 100 cans per year. While this is not technically a capital item, it is a significant outlay of cash by the Solid Waste fund.

Alternatives:
Not purchasing cans on a yearly basis would lead to shortages to our residents.

Advantages of Approval:
Maintaining the level of service our residents have become accustomed to.

Impact on Future Operating Budgets:
None.



Project Name: **FTE for Transfer Station**

Department: **Solid Waste**

Cost: **$50,187/year (Sal. & Ben.)**

Scheduled for: **FY 2018-2020**

Source of Funding: **Solid Waste Fund**

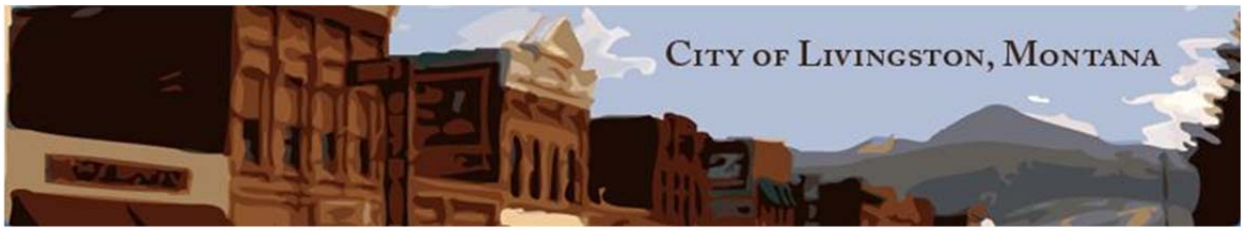
Project Description and Justification:

The City of Livingston transfer station is operated Monday through Saturday from 7:30 to 4:30. There are currently 3 employees to work that number of days and hours, resulting in significant overtime pay. These employees also help cover when solid waste drivers have sick leave, vacation and holidays. Recently workload has been added to because of the addition of Park County garbage. An additional employee would help alleviate some overtime within solid waste and reduce the workload for current employees.

Alternatives:
Maintain current staffing levels.

Advantages of Approval:
Reduce overtime costs and maintain or improve the solid waste services offered to the citizens of the City of Livingston.

Impact on Future Operating Budgets:
Personal costs would reoccur annually and would need to be added to operating budget.



Project Name: **Carbon Offset Grant Match**

Department: **Solid Waste Department**

Cost: **$6,000 ($1,200 each)**

Scheduled for: FY 2015

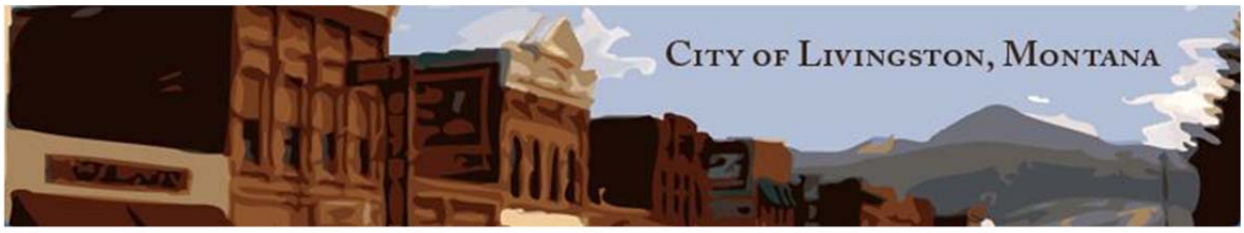
Source of Funding: Sewer, Water, WWTP, Solid Waste, Street Depts

Project Description and Justification: Replace all lighting in building with energy efficient fixtures and bulbs.

Alternatives: Forego the grant, replacing lighting as funds become available in the operating budgets.

Advantages of Approval: Energy and cost saving

Impact on Future Operating Budgets: This will save the City approx. $7,000 per year



Project Name: **Perimeter Fence**

Department: **Split between SMD, Water, Sewer & Solid Waste**

Cost: **$31,000 ($7,750 each)**

Scheduled for: **FY 2016**

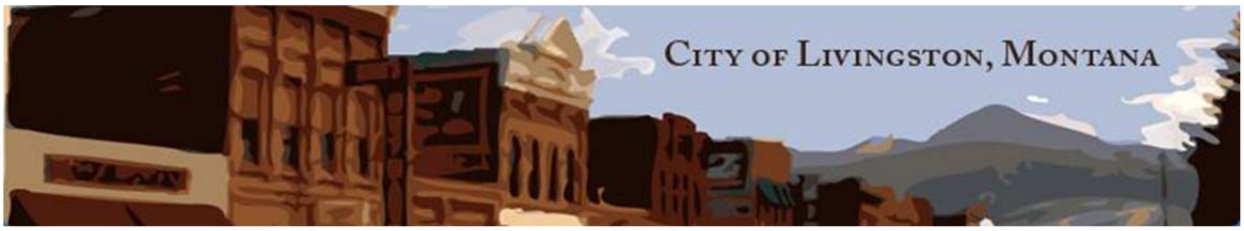
Source of Funding: **Split between SMD, Water, Sewer & Solid Waste**

Project Description and Justification:
Installing fence the perimeter of the Public Works plant to ensure security and control over the grounds.

Alternatives:
Leave the perimeter open

Advantages of Approval:
Ensure security and control over the plant

Impact on Future Operating Budgets:
None



Project Name: **Utility Service to Transfer Station**

Department: **Solid Waste**

Cost: **$75,000**

Scheduled: **FY 2017**

Source of Funding: **Solid Waste**

Project Description and Justification:
The Transfer Station does not have a water or sewer service connection with the City's distribution system. The City of Livingston staff operates the Transfer Station without running water and employees utilize a portable toilet. Extending a water and sewer service to the facility would drastically improve the working conditions, improve the Public Health and Safety, and decrease the risk of a fire event.

Alternatives:
Continue operating the Transfer Station without water and sewer.

Advantages of Approval:
Dramatically improved sanitation and safety.

Impact on Future Operating Budgets:
Monthly water and sewer utility costs.

AMBULANCE FUND FINANCIAL ANALYSIS

FUND DESCRIPTION

The ambulance fund is used to account for all the activities of the City's ambulance service. The Livingston Fire and Ambulance provides an advanced life support paramedic ambulance service to the City of Livingston and Park County.

The major revenue sources to the ambulance fund include Ambulance service charges and County support of the Ambulance Services. Other revenue sources include: Property Tax Revenue, State Entitlement Revenue, and investment earnings.

KEY REVENUE ASSUMPTIONS:

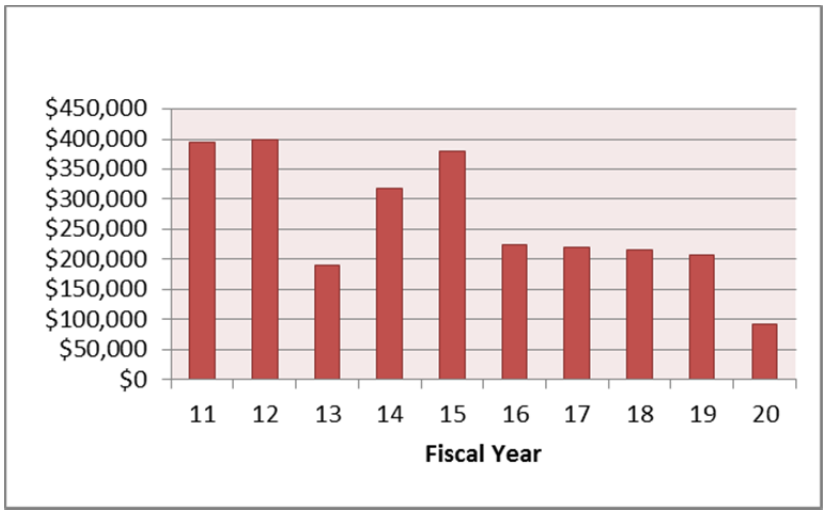
- Ambulance Rates are scheduled to increase by 2% in FY 2019 and 2020.
- Property taxes are estimated to increase 2% per year.
- Entitlement is projected to increase 3.5% in FY 2016, and 3% for the FY 2017-2020.

KEY EXPENDITURE ASSUMPTIONS:

- Personnel Costs are projected to increase 3% in FY 2016 and 2% per year in FY 2017-2020.
- Health Insurance Costs have been increased 3% per year.
- Operating costs have been increased by an average of 2% per year.

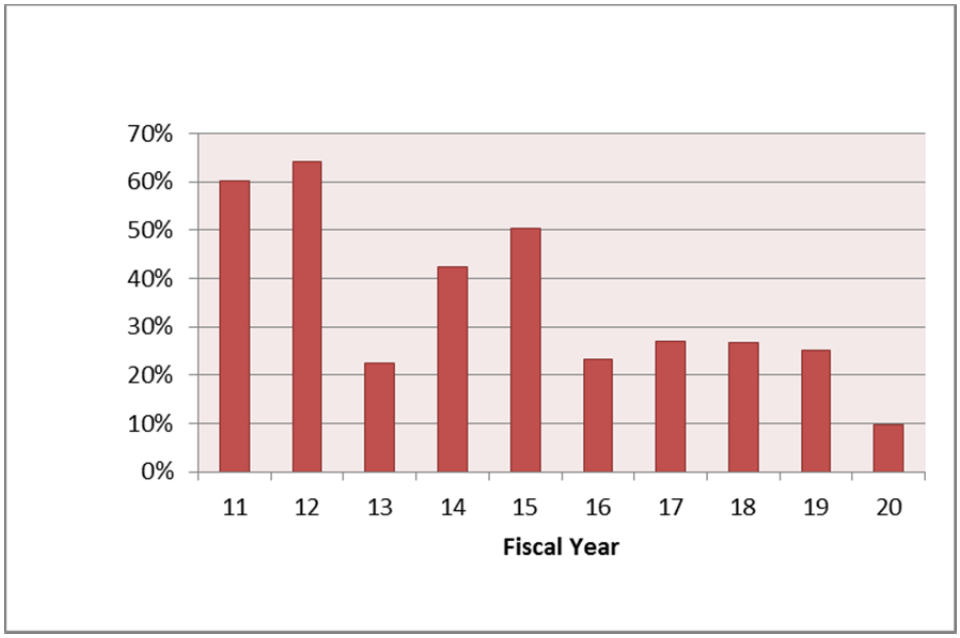
AMBULANCE FUND - FUND BALANCE

FY 11 – 14 Actual – Current year FY 15 Estimated – FY 16 – 20 Projected



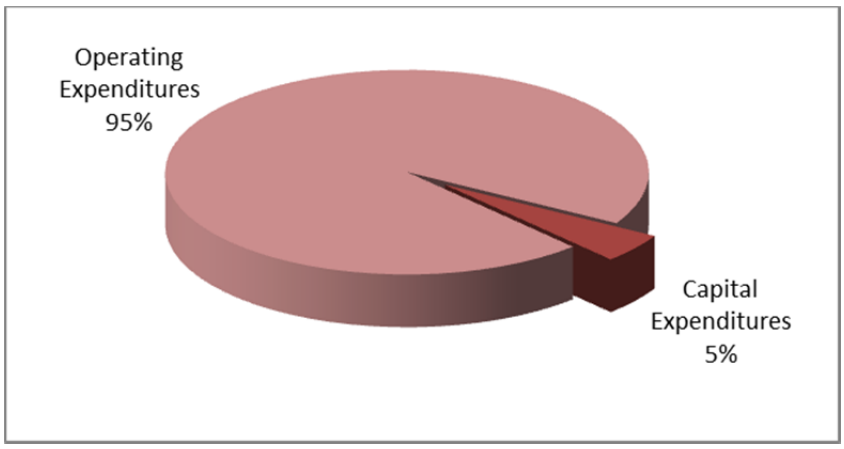
AMBULANCE FUND BALANCE AS % OF EXPENDITURES

FY 11 – 14 Actual – Current year FY 15 Estimated – FY 16 – 20 Projected



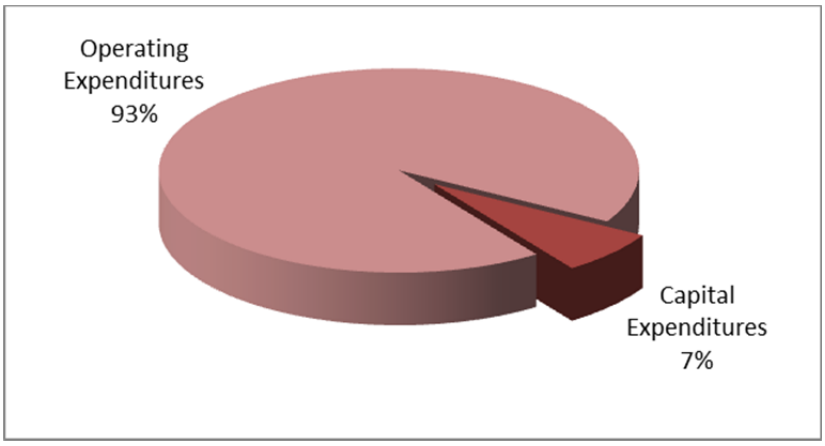
AMBULANCE FUND - OPERATING & CAPITAL EXPENDITURES

Last five years (FY 11 – FY 15) _____



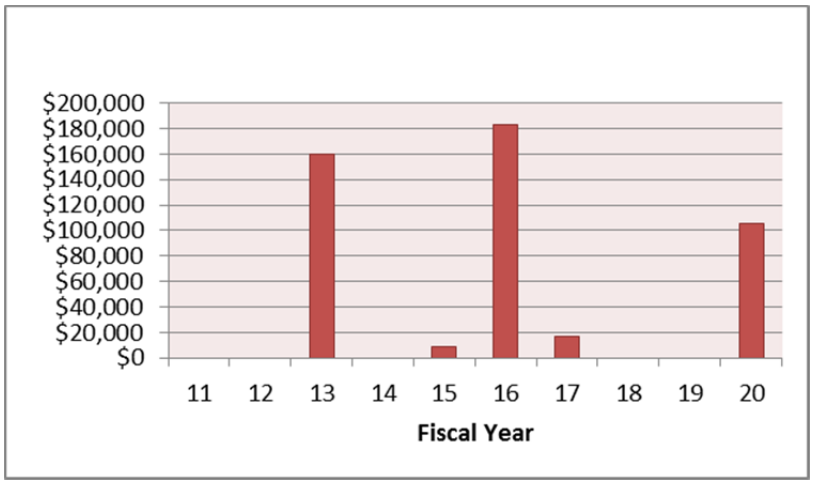
AMBULANCE FUND - OPERATING & CAPITAL EXPENDITURES

Next five years – C I P (FY 16 – FY 20) _____



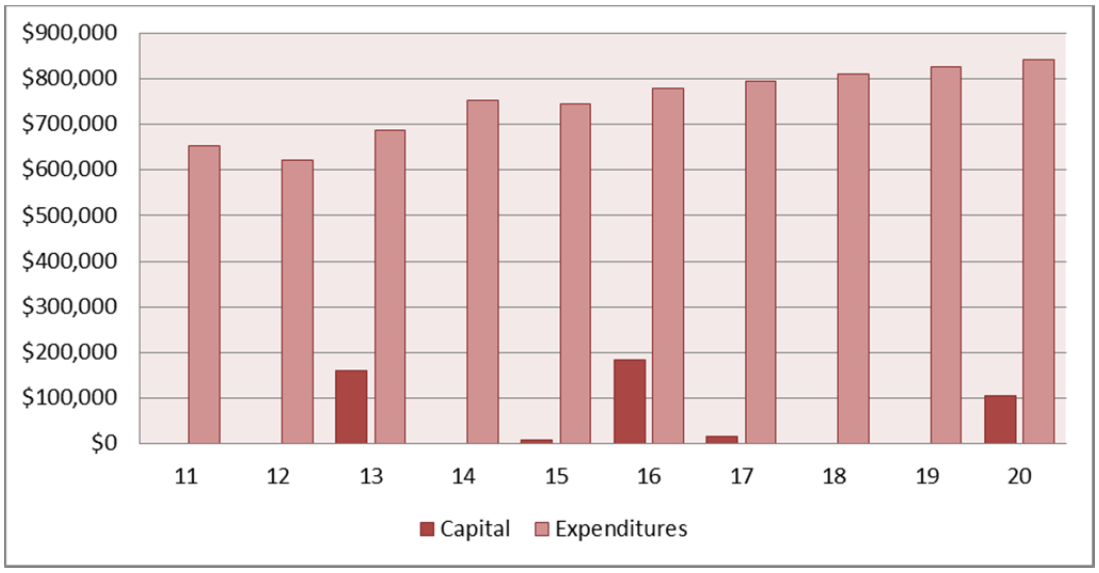
AMBULANCE FUND - CAPITAL EXPENDITURES

FY 11 – 14 Actual – Current year FY 15 Estimated – FY 16 – 20 Projected



CAPITAL EXPENDITURES VS OPERATING EXPENDITURES

FY 11 – 14 Actual – Current year FY 15 Estimated – FY 16 – 20 Projected



CAPITAL IMPROVEMENT PLAN AMBULANCE (5510) Fiscal Years 2011- 2015	FY 2011	FY 2012	FY 2013	FY 2014	Projected FY 2015
Beginning Unrestricted Net Position	$ 301,543	$ 393,890	$ 398,706	$ 190,063	$ 318,927
Add:					
Operating Revenues	753,459	617,264	638,190	724,003	814,923
Transfers In					
Total Revenues	753,459	617,264	638,190	724,003	814,923
Subtract:					
Operating Expenditures	653,661	620,469	686,442	752,509	744,495
Capital Expenditures	-	-	160,291	-	9,000
Transfers Out					-
Total Expenditures	653,661	620,469	846,733	752,509	753,495
Reconciliation to F/S	(7,451)	8,021	(100)	157,369	-
Estimated Ending Unrestricted Net Position	$ 393,890	$ 398,706	$ 190,063	$ 318,927	$ 380,355

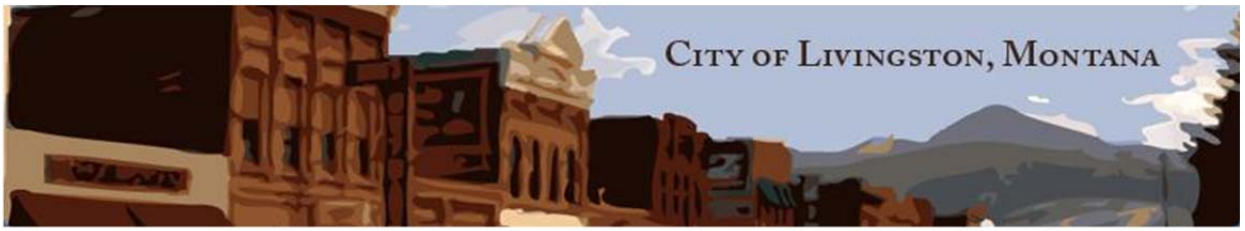
CAPITAL IMPROVEMENT PLAN AMBULANCE (5510) Fiscal Years 2016 - 2020	Year 1 FY 2016	Year 2 FY 2017	Year 3 FY 2018	Year 4 FY 2019	Year 5 FY 2020
Beginning Unrestricted Net Position	$ 380,355	$ 224,799	$ 219,174	$ 215,684	$ 207,919
Add:					
Operating Revenues	805,592	804,532	806,004	818,508	831,265
Transfers In	-	-	-	-	-
Total Revenues	805,592	804,532	806,004	818,508	831,265
Subtract:					
Operating Expenditures	778,247	793,708	809,494	826,273	841,782
Capital Expenditures	182,900	16,449	-	-	105,000
Transfers Out	-	-	-	-	-
Total Expenditures	961,147	810,157	809,494	826,273	946,782
Estimated Ending Unrestricted Net Position	$ 224,799	$ 219,174	$ 215,684	$ 207,919	$ 92,403

CAPITAL IMPROVEMENT PLAN AMBULANCE (5510) Fiscal Years 2016 - 2020							
	Year 1 FY 2016	Year 2 FY 2017	Year 3 FY 2018	Year 4 FY 2019	Year 5 FY 2020	Total	Not Scheduled
Equipment							
Ambulance (Sprint) *	62,500					$ 62,500	
Remount Two (2) Ambulance					105,000	105,000	
P25 Radios		16,449				16,449	
						-	
						-	
* Total cost of the Sprint is expect to be $110,000. Fire/EMS Impact Fees will be utilized to offset some of these costs.						-	
						-	
						-	
						-	
Projects							
Upstairs Remodel Project	4,400					4,400	
EMS Portion of Plymovent Project	79,000					79,000	
EMS Bay Door Realignment	37,000					37,000	
Add'l Ambulance Bay Engineering		20,000				20,000	
Total	**182,900**	**36,449**	**-**	**-**	**105,000**	**324,349**	**-**

AMBULANCE FUND
RATE CHANGES & PROJECTION OF CUSTOMER GROWTH

		Projected			
	FY 16	FY 17	FY 18	FY 19	FY 20
Percentage Rate Changes/Customer Growth:					
Inflationary Adjustment	-	-	-	2.00	2.00
General Rate Increase	-	-	-	-	-
Increase in Rates Dedicated to CIP	-	-	-	-	-
Total Current Year Rate Changes	-	-	-	2.00	2.00
Customer Growth Rate	-	-	-	-	-
Total Percentage Increase in Base Year Revenues	-	-	-	2.00	2.00

Rate increases reflect an increase in revenues, actual increase in charges will vary by procedure type.



Project Name: Sprint Ambulance

Department: Livingston Fire & Rescue

Cost: $110,000

Scheduled: FY 16

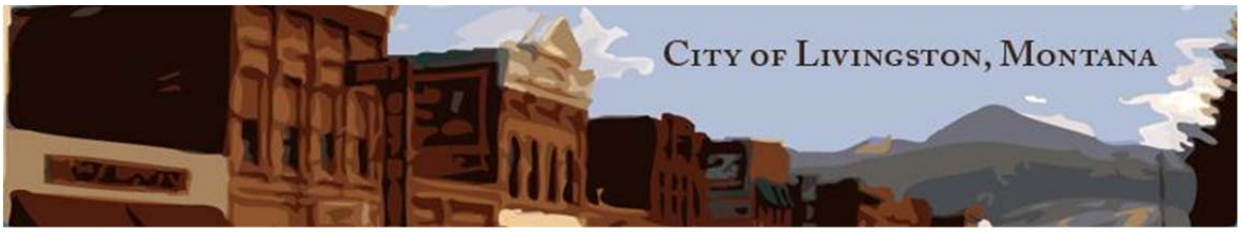
Source of Funding: Split between Ambulance Fund and Fire/EMS Impact Fees

Project Description and Justification:
This continues the 4 year replacement program. Medic 2 is a 1996 ambulance with 129,000 miles. It is the oldest unit in the fleet and is due for replacement. LFR would like to replace this with a "van" type ambulance which would be much more fuel efficient and would decrease maintenance costs.

Alternatives:
An alternative is to not fund this ambulance, however in doing so; repair and maintenance costs will continue to climb, reducing financial resources for the future purchase of ambulances. This would also push our replacement program back.

Advantages of Approval:
If this ambulance is funded, if could be purchased in cash, avoiding interest costs. Repair and maintenance costs would decrease and fuel cost savings would be significant.

Impact on Future Operating Budgets:
Repair and maintenance costs for vehicles will continue to decrease, the newer the ambulance fleet becomes.



Project Name: P25 Radios

Department: Livingston Fire & Rescue

Cost: $31,000

Scheduled: FY 17

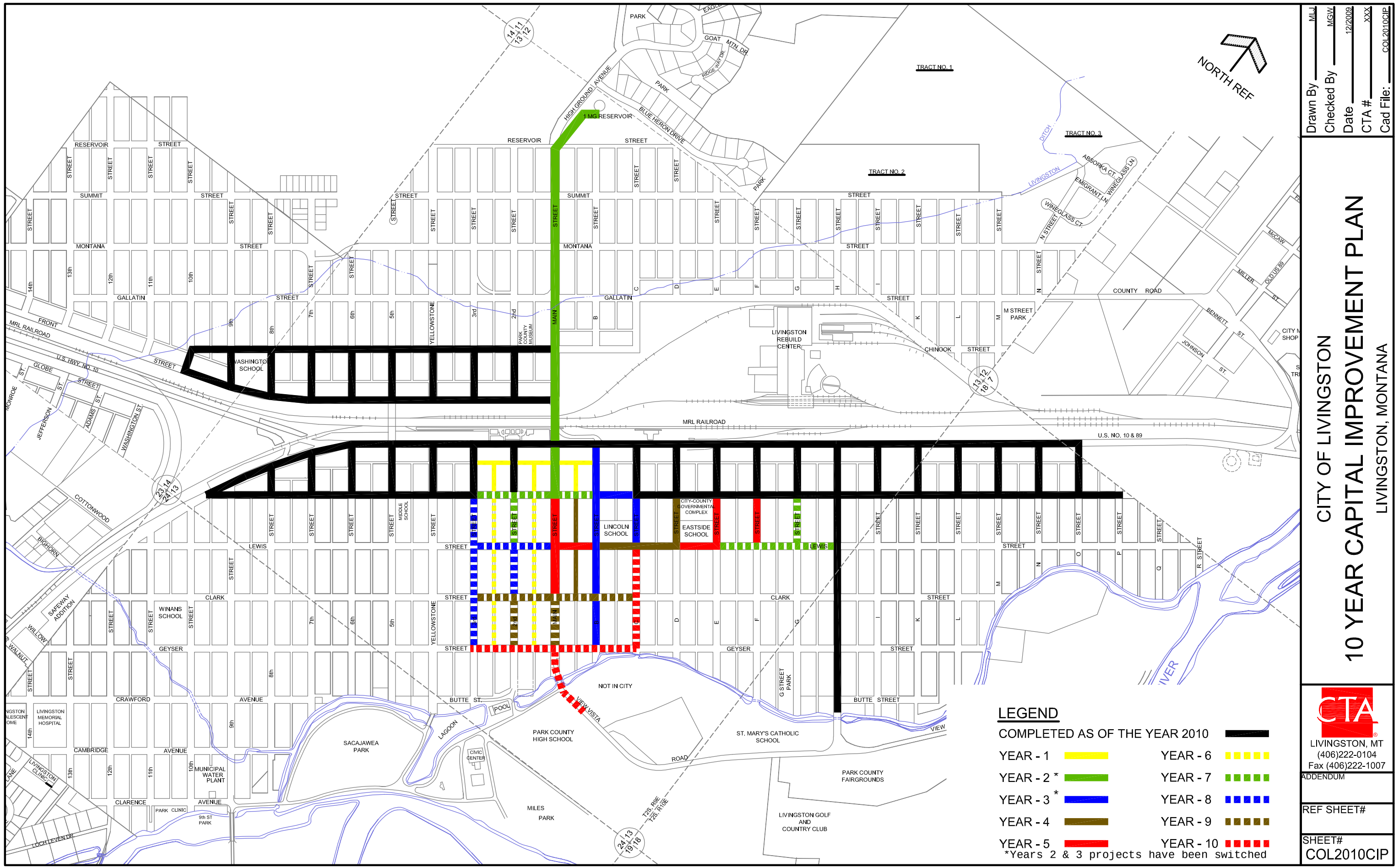
Source of Funding: Split 50/50 between General Fund and Ambulance Fund

Project Description and Justification:
As of 2013 the FCC requires that all Emergency services are P25 compatible. Currently Livingston Fire & Rescue has 14 analog portable radios and 4 P25 compliant portable radios. With this purchase, we will be able to upgrade 10 of the 14 analog radios to the P25 requirements.

Alternatives:
An alternative would be to make do with the radios we currently have and replace them as they fail or as additional funds become available.

Advantages of Approval:
Improved communications and reliability in an emergency situation would result with the replacement of these pieces of equipment.

Impact on Future Operating Budgets:
None.



LEGEND

COMPLETED AS OF THE YEAR 2010

YEAR - 1	YEAR - 6
YEAR - 2 *	YEAR - 7
YEAR - 3 *	YEAR - 8
YEAR - 4	YEAR - 9
YEAR - 5	YEAR - 10

*Years 2 & 3 projects have been switched

Drawn By MJ
Checked By MGW
Date 12/2009
CTA # XXX
Cad File: COL2010CIP

CITY OF LIVINGSTON
10 YEAR CAPITAL IMPROVEMENT PLAN
LIVINGSTON, MONTANA

CTA
LIVINGSTON, MT
(406)222-0104
Fax (406)222-1007

ADDENDUM

REF SHEET#

SHEET# COL2010CIP

City of Livingston

Incorporated 1889