



City of Sidney, MT
Budget and Finance Committee Meeting
August 09, 2023 5:15 PM
115 2nd Street SE | Sidney, MT 59270

The City Council meetings are open to the public attending in person, with masks encouraged when social distancing cannot be accomplished. If the public does not wish to participate in person, they are also invited to participate via a Zoom meeting. You can participate via phone:

Meeting ID: 713 080 5898 Passcode: 4332809 Call: 1-346-248-7799

Council Present: Christensen, Godfrey and Rasmussen

Other's Present: Mayor Norby, PWD Hintz, Chief Kraft and Clerk/Treasurer Chamberlin

1. New Business

a. FY 2023-24 Budget Taxable Valuation and Mill Levy

Clerk/Treasurer Chamberlin reviewed the FY23-24 taxable valuation. In the review the following was discussed:

Total taxable value for FY23-24 is \$10,884,827, which is an increase from last year's \$10,470,188.

Number of Mills allowed per State workbook is 164.81, down from last year's 170.5.

Not recommending doing permissive health levy this year, last year was 4.05 mills or \$43,000. These are additional mills allowed to be used if needed, but do not feel they need to be used and hope to not have to rely on them in the future.

Review mill levy funds except general fund:

2170-Airport-\$19,958 contacted amount to Richland County, .6 mills being allocated.

2190-Comprehensive Liability-Property and liability insurance \$76,920, 5.5 mills being allocated.

2220-Library Levy-\$130,000 to Richland County, contract currently being reviewed by County to continue joint library. Should they reject the joint library agreement and/or the City does not agree to continue to fund \$130,000 to the library, it needs to be established before final budget is set-the budgeted \$130,000 allocation cannot be given to anything else than Library if budgeted for. If contract is not figured out before final budget approval, may switch the \$130,000 to general fund revenue and expenditures. This would be 13.25 mills allocated.

2260-Storm Disaster-\$41,000 available if needed, we allocate .5 mill every year.

2370-PERS-\$277,806 set with payroll, 13.5 mills allocated.

2371-Employer Cont. to Group Health-\$398,939 set with payroll, 26.3 mills allocated.

7120-Fire Relief Agency-\$85,000 yearly contribution, 4.9 mills allocated.

Motion was made to recommend approval of the mill levy's for FY23-24.

Motion made by Rasmussen, Seconded by Godfrey.

Voting Yea: Rasmussen, Godfrey, Christensen

b. FY 23-24 Budget SB332-Property Tax Decrease

Clerk/Treasurer Chamberlin stated all local governments are now required, per SB332, to include consideration of property tax increase/decrease in budget discussions, preliminary budget resolution and final budget resolution. MACO provided calculation sheet to calculate increase/decrease for property with current market value of \$100,000, \$300,000 and \$600,000 per new legislation. Property taxes for mill levy assessments are anticipated to decrease for City of Sidney \$7.68, \$23.04 and \$46.09 for \$100,000, \$300,000 and \$600,000 values respectively.

c. FY23-24 Preliminary Budget

Clerk/Treasurer reviewed the FY23-24 preliminary budget and following are the highlights of each fund:

General Fund

Updated payroll: Compliance Officer at \$22/hour-half compliance, half Building Dept.

Drug Task Force Officer: Have to prepay position to State to be refunded our portion of \$65,000, added position to Police payroll as full-time position, added revenue for reimbursement of state grant portion of position and reimbursement from our pre-payment.

Updated Operations: Reduced Building supplies/purchased for compliance officer position and completed requested changes for tennis court/pickleball courts, pool blasting.

Budgeted Transfers: Substantially changed from previously recommended and reviewed, now only transferring \$280,000 out of general fund. Do not have to transfer out of general fund if revenues or expenditures are not as anticipated except transfer to Snow Removal fund of \$75,000 and transfer into PERS of \$4,718 and Health of \$10,349 for drug taskforce position.

Overall: \$2,856,474 in anticipated revenue and anticipated expenditures are \$1,795,231 in payroll, \$972,282 in operations, \$202,600 in capital purchases/projects and \$280,767 in transfers.

Using \$394,000 in cash, required to use \$154,000 for cash saving requirements.

Remaining \$240,000 of cash being used is for transfers.

CIP Funds (savings funds):

2060-Playground & Parks-\$35,000 allocated out of cash savings for park improvements.

2061-Ballparks & Ballfields-\$18,000 allocated out of cash for ball park improvements, including the money set aside per the agreement with Richland County Baseball for them to apply for field improvements.

2062-Tennis Courts \$114,508 available if \$45,200 in transfers is completed this year, will continue to save to get tennis courts redone and include pickleball courts. Allocated all money to be expended should grants or local funding come available to do the project.

2063-Bike Bath-\$69,731 allocated out of cash, this will be used for the West Holly Street Bridge project should the project run over budget. The City is only responsible for project overrun costs. Should there be no overrun costs, this will stay in the fund for future improvements.

4010-City Hall CIP-\$195,630 allocated from savings for City Hall remodel and purchase of building on truck route.

4011-Created Pool CIP-transferring \$75,000 for future improvements into this fund per previous discussions.

4015-Park CIP-\$75,000 allocated from savings to be used for Veteran's Park irrigation upgrades.

4016-Created Parks Facility CIP-Transferring \$15,000 into the fund which was created to be able to save for parks facilities and be able to better pursue grant funding.

4020-Police CIP-\$80,000 being used for police capital purchases, transferring \$50,000 into if budget allows.

4025-Police Investigative CIP-\$30,000 in operation and capital expenditures for possible large investigative costs, transferring \$13,000 if budget allows.

4030-Capital Projects Street Equipment-\$141,500 to purchase side-by-side, computer, water truck tender, end dump trucks. Transferring from oil and gas if expended.

4031-Capital Projects Street Construction-\$80,150 for City Hall west parking lot, curb and gutter improvements and curb painting. Transferring from oil and gas if expended.

4040-Capital Projects Fire Equipment-\$40,000 for truck headsets, pump test and miscellaneous maintenance and improvements to fire truck. Transferring \$100,000 from Oil and Gas into the fund, will give a cash balance of \$769,071, close to the \$1,000,000 goal.

SID Funds

3600-SID #100-SID completed, need to refund \$28,715 in excess cash available this fiscal year.

3601-SID #101A-SID completed, need to refund \$47,234 in excess cash available this fiscal year.

3602-SID #102-SID completed, transferring from general to close out SID.

3603-SID #103-SID completed, will transfer small amount remaining of in the account to revolving fund.

3604-SID #104-This SID is still active for property tax payments and bond principal and interest payments. Clerk/Treasurer Chamberlin will be reevaluating the payments from properties to match bond principal and interest payments, as they are currently \$8,342 short and she will amend the revenue in the budget once completed.

Enterprise/Tax Assessment Funds

2425-Street Lighting-Recommended previously no rate increase, budgeted \$50,000 in capital expenditures for improvements and \$145,000 for operations. This will be using \$37,400 out of cash for capital purchases, but there will be \$335,575 remaining in cash.

2550-Tree Removal-currently do not have any to assess on property taxes, budgeted \$2,500 for city removal.

2565-Street Maintenance-Recommended previously to increase rate from \$140/year to \$160/year to cover operations costs. Capital expenditures come out of gas taxes and CIPs.

2566--Snow Removal- Recommended previously to increase rate from \$25/year to \$50/year to partially cover operation and capital expenditures. Increase again next year possibility. Transferring from general fund to cover shortage this year.

2584-Mowing-\$15,000 anticipated in revenue from assessments for code violation properties, operation expenditures for contracted work to mitigate these properties.

2598-MVS Park Maintenance-still nothing paid out of this fund for costs of maintaining area. No increase on rate is recommended.

5210-Water-\$8.9 million for capital purchases and projects, \$341,000 to debt service, \$473,000 for operation expenses, \$465,000 for payroll. Revenue is anticipated to be \$487,000 over expenditures, will go into savings for continuing projects and bond requirements.

5310-Sewer-\$543,000 in capital purchases and projects, \$824,000 to debt service, \$372,000 for operations and \$532,000 for payroll. Revenue is anticipated to be \$113,000 over expenditures, will go into savings for continuing projects and bond requirement.

5410-Solid Waste-increase rates for residential services from \$175/year to \$200/year and commercial base rate from \$325/year to \$375/year. Increase to save money yearly for future garbage truck purchases.

5710-Sweeping-No rate increase. Using \$156,000 of cash on capital purchase of new sweeper truck.

Misc. Funds

2101-TBID-still have revenue and expenditures budgeted high as there is still outstanding payments of \$86,883.50 from Holiday, Microtel and Wingate on top of yearly assessments.

2390-Drug Forfeiture-\$12,000 budgeted revenue for court fines and forfeitures, operations expenses of \$25,000, using \$11,650 out of cash with a remaining cash balance of \$36,172.

2399-Street and Parks Impact Fees-have \$286,000 that needs to be spent.

2810-Police Pension & Training-budgeted transfer of \$30,000 to add to cash savings, \$16,000 budgeted for revenue and expenditures.

2820-Gas Tax and 2821-New Fuel Tax- Just informed that because the new fuel tax no longer requires submitting for specific projects, they will be combining these payments. Expenditures and revenues will be combined under the 2820 fund and some expenditures will remain in the 2821 fund to use up remaining cash.

2861-Main Street MT Grant-This fund was created as the City has partnered with the Chamber of Commerce for local businesses to get grant funding. The grant money will come from State and then be distributed to grant recipients. Current grant recipient is Yellowstone Mercantile for \$50,000 for their building remodel.

2890-Oil and Gas-operations covering donations to non-profits from mineral right revenue donated to City and for architect costs for City Hall remodel. Transfers out include \$100,000 to Fire CIP, \$15,000 to parks Facility CIP, \$100,000 to City Hall CIP for technology upgrades, \$124,000 to Street Construction CIP for anticipated street projects, \$42,000 to Street Equipment CIP, \$8,500 to Tennis Court CIP, \$13,000 to Police Investigation CIP and \$50,000 Police CIP.

2990-ARPA-grant funding for City Hall remodel \$1,643,500 budgeted allocation.

3400-Revolving Fund-only accruing interest on required savings for bond requirements.

4060-Enhancement Project-path-\$65,000 for future grant match for bike path expansion/improvements.

4070-Downtown Enhancement-have used most on improving downtown streets for safety, have \$12,500 available to spend on continued improvements/maintenance for school radar signs.

5211-Water Impact Fee- \$245,000 available and will be used on water tower expansion project.

5311-Sewer Impact Fee-\$99,000 available and will be used on phase 4 (sludge removal) of lagoon project.

Motion was made to recommend approval of the preliminary budget with the stated changes to the gas tax funds and SID 104 tax assessment payments.

Motion made by Godfrey, Seconded by Rasmussen.

Voting Yea: Rasmussen, Godfrey, Christensen

Meeting was adjourned at 6:03pm.