

BUDGET PREPARATION INSTRUCTIONS

ENTITY INFORMATION ON COVERPAGE

PLEASE SELECT YOUR ENTITY NAME FROM THE DROPDOWN LIST OF THE COVERPAGE, FOUND ON ROW 51.

This will populate Entity Name throughout the Budget workbook.

IMPORTANT NOTE:

Please be read Budget Instructions carefully, particularly the following sections:

LEVY AND NON-LEVY REQUIREMENT PAGES

and

FINAL STEPS FOR SUBMITTING FINAL BUDGET PDF AND PAGES 53-55 EXCEL

ENTITY BUDGET INFORMATION

Budget Message:

A budget message should be inserted after the table of contents page. The budget message should be prepared by the chief executive of the governmental unit and explain in general terms the fiscal experience of the city/town/county during the past year, its present financial status, and recommendations regarding fiscal impacts and policies for the forthcoming budget year.

Along with the Budget Message, Please include the following:

Approved Budget Resolution

Department of Revenue Certified Taxable Valuation Form

Statement of Tax Levies

Tax Levy Requirement Schedules for Non-voted and Voted

Tax Levy Requirement Schedule for Non-Levied Funds

GENERAL FUND

Detailed expenditure worksheets are provided for the General Fund. These worksheets allow for budgeting by activity and object. The worksheets should be summarized by activity and then entered in the Expenditure by Function and Activity sheets. These sheets should also contain the previous year's expenditure data for comparison purposes.

The final budget expenditures from these pages should then be transferred to the appropriations column of the Tax Levy Requirements Schedule showing the mill levy by fund. (Page 53 and Page 54)

Non-tax revenues are estimated and these totals should be placed on the Tax Levy Requirements Schedule under the non-tax revenue column.

The non-tax detail worksheets should include the prior year's actual amounts.

SPECIAL REVENUE FUNDS

Expenditure summaries listing usual activities and revenue summaries listing usual sources have been provided for the most commonly found Special Revenue Funds.

Any activities or sources not found should be added in the blank spaces provided.

Several blank pages are also provided for adding any additional Special Revenue Funds.

If you need additional special revenue pages click on the bottom tab and copy the page.

For each tax supported fund, total expenditures and non-tax revenues should be transferred to the Tax Levy Requirements Schedule showing the mill levy by fund.

Livestock Licensing Fees and Special Assessment Funds that do not include funds from tax revenues should be included on Page 55.

OTHER FUND TYPES

Summaries are provided for all other fund types. These summaries are laid out to include the funds within each of these categories on one page.

Local governments with more funds than can be accommodated on one page can right click on the tab at the bottom of the page and click on move or copy to add another page, check the copy box and choose where to add the page.

If the funding source is a Non-Voted or a Voted Tax Levy, these funds should be included on Page 53 or 54.

If the funding source is a Non-Levied Fund, these funds should be included on Page 55.

LEVY AND NON-LEVY REQUIREMENT PAGES

Refer to TaxLevyReqInstructions tab for more information.

Levied Funds - Pages 53 and 54

Non-Levied Funds - Page 55

THESE PAGES NEED TO BE INCLUDED IN THIS WORKBOOK AND SUBMITTED AS A SEPARATE EXCEL FILE

Along with this budget, these pages should be submitted as an Excel file (.xlsx) with all formatting in place and no changes made to field headers.

Alternately, information in the WHITE CELLS ONLY on pages 53-55 can be copied and pasted into the Pages 53-55 template provided on the LGSB website.

Copying and pasting the entire page into a blank workbook will break built-in functions and those files will not be accepted by LGSB.

See instructions below for how to properly save Excel file.

FINAL STEPS FOR SUBMITTING FINAL BUDGET PDF AND PAGES 53-55 EXCEL

Prior to Submitting the Final Budget and Pages 53-55:

Verify that the Budget Certification Page is completed and dated.

If using a computer-generated report please be sure it includes the equivalent
Taxable Valuation/Mill Levy History
Tax Levy Requirement Schedules (Pages 53 and 54)
Non-Levied Summary Schedule (Page 55)
Reports will not be accepted without these pages

If filing Pages 53-55 from this workbook, save a copy of this entire file. Instructions for preparing that file are below

CREATING A PDF OF COMPLETED BUDGET WORKBOOK

If any sheets were not applicable, hide them by:
Clicking on the bottom tab and selecting Hide

DO NOT DELETE UNUSED SHEETS IN FINAL BUDGET WORKBOOK

Saving Final Budget Workbook as a PDF

To save this workbook as a PDF:
Under the File menu, select the Save As
Select Save As Type: PDF (.pdf*)
Click the Options button and Select Entire Workbook
Click Save As.
To print as a PDF:
Under the File menu, select the Print
Select Printer: Print to PDF
In Settings Select: Print Entire Workbook
Click Print, Name the file and select location to save PDF

PREPARING THE EXCEL WORKBOOK OF PAGES 53-55 SCHEDULES

Open the saved Excel copy of the Completed Budget Workbook
If any tabs were hidden prior to saving the copy, unhide all hidden tabs by:
Right click any tab and select Unhide
Select all of the hidden tabs except for the last two

DO NOT unhide EntityInfo and Updates to Form

Delete all tabs EXCEPT for the following:

Coverpage
TaxLevyReqInstructions
Pg 53-Non-Voted Levy and any copies.
Pg 54-VotedPermissive Levy and any copies.
Pg 55-Non-Levied Funds and any copies.

Save and make sure file was saved as an Excel .xlsx file.

Final budget documents are to be submitted to the Department of Administration
no later than October 1 or within 60 days after receipt of taxable values from the Department of
Revenue.

Submit the budget through the LGSB Local Government Entity Portal.

A REGISTERED PORTAL USER MUST UPLOAD BUDGET AND PAGES 53-55. DO NOT ATTEMPT TO UPLOAD WITHOUT REGISTERING.

LGSB Entity Portal link:

<https://sfsd.mt.gov/LGSB/LGSPortal/>

** The Department of Administration reviews budget documents and reserves the right to decline acceptance of reports that are incomplete. The Budget Certification Page **must** be completed and dated. In addition, the following information must be included:

Taxable Valuation/Mill Levy History

Tax Levy Requirement Schedules (Pages 53 and 54)

Non-Levied Summary Schedule (Page 55)

Reports will not be accepted without these pages



Important steps for the Fiscal Year 2026 Budget:

- 1: The Budget Packet must be submitted in PDF format.
2: Pages 53, 54, and 55 must be submitted as a separate Excel document.

Refer to TaxLevyReqInstructions for help filling out Pages 53, 54, and 55.

Refer to the Budget instructions tab more information on submitting





STATE FINANCIAL SERVICES DIVISION
LOCAL GOVERNMENT SERVICES BUREAU
Mitchell Building Room 255, PO Box 200547, Helena, Montana 59620-0547
Phone (406) 444-9101
[Local Government Services Bureau Portal](#)

MONTANA

FINAL

BUDGET DOCUMENT



Fiscal Year ending June 30, 2026

Town of Clyde Park

Form Prescribed by Department of Administration
Local Government Services Bureau
Montana Budgetary, Accounting, and Reporting System

**Town of Clyde Park
FINAL BUDGET DOCUMENT
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**NOTE: Delete rows as needed to fit the actual subscriptions
and update page numbers to correspond to those assigned on each page
Delete this message before saving document as a pdf**

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**Town of Clyde Park
FINAL BUDGET DOCUMENT
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BUDGET MESSAGE

BUDGET MESSAGE

Town of Clyde Park – Fiscal Year 2025-26

The 2025-26 Budget for the Town of Clyde Park reflects both progress and ongoing challenges as we continue working to strengthen the Town's financial stability and improve essential infrastructure.

During the past year, revenues increased slightly due to the rise in water billing rates, which provided more consistent funding for the Town's operations. Metered water sales went up, and we added five new water services, with more anticipated in the coming year. These connections represent important growth for our community and demonstrate confidence in Clyde Park's future.

The Town also secured outside funding to help meet community needs. Grant funds allowed us to partner with Great West Engineering to complete a Preliminary Engineering Report (PER), which will be critical in planning, prioritizing, and securing resources for major infrastructure improvements. We additionally received a park grant that will fund the installation of a new sport court, creating more recreational opportunities for our residents.

Several organizational steps were taken this past year to ensure long-term sustainability. A Cemetery Board was formed to provide ongoing care and oversight of our local cemeteries. At the same time, the Town Council made the difficult decision to dissolve the Town's Fire Department and is in the process of entering into an interlocal agreement with Clyde Park Rural Fire to ensure professional and sustainable fire protection services for residents.

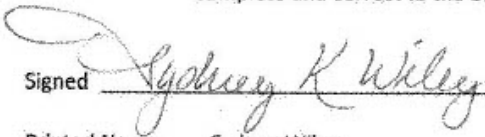
It is important to acknowledge that overall costs for the last fiscal year exceeded our approved budget, largely due to unforeseen water main repairs. In response, we are focusing on better preparation and resilience moving forward. The PER and ongoing infrastructure planning are key steps in preventing such emergencies from overwhelming the Town's resources in the future.

Although challenges remain, the Town's infrastructure is slowly improving, and our financial foundation is stronger than in years past. The 2025-26 budget supports necessary appropriations while maintaining a balanced approach to spending. With careful management, community growth, and the support of our residents, Clyde Park is moving toward a more secure and sustainable future.

Mayor Sydney Wiley

BUDGET CERTIFICATION

THIS IS TO CERTIFY that the Annual Budget for Fiscal Year 2026, was prepared according to law and adopted by the governing body of Town of Clyde Park , on August 27, 2025; and that all financial data and other information set forth herein are complete and correct to the best of my knowledge and belief.

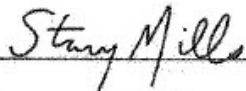
Signed 

Date 09/29/2025

Printed Name Sydney Wiley

Title Mayor

AND

Signed 

Date 09/29/2025

Printed Name Stacy Mills

Title Clerk/Treasurer

BUDGET CERTIFICATION

THIS IS TO CERTIFY that the Annual Budget for Fiscal Year 2026, was prepared according to law and adopted by the governing body of Town of Clyde Park ,
on _____, 20__; and that all financial data and other information
set forth herein are complete and correct to the best of my knowledge and belief.

Signed _____

Date _____

Printed Name _____

Title _____

AND

Signed _____

Date _____

Printed Name _____

Title _____

RESOLUTION NO. 479

RESOLUTION TO APPROVE FINAL ANNUAL BUDGET FOR THE TOWN OF
CLYDE PARK, AS SET FORTH IN THE PRELIMINARY FISCAL YEAR 2025-2026
BUDGET
Town of Clyde Park, Montana

WHEREAS, pursuant to State law, the Town Council under the direction of the Mayor will prepare a preliminary budget;

WHEREAS, the Mayor and Town Council prepared a preliminary budget and after giving notice to the public conducted a public hearing to answer questions concerning the preliminary budget and the Council made its adjustments to the Preliminary Budget;

WHEREAS, the Town Council now submits the budget for final approval pursuant to Section 7-6-4030, MCA, 2009.

NOW, THEREFORE, BE IT RESOLVED, that the Town Council of Clyde Park, Montana, hereby adopts the Preliminary Fiscal Year 2025-2026 Budget as the Final Budget for Fiscal Year 2025-2026;

AND, BE IT FURTHER RESOLVED THAT the Mayor and Town Clerk are authorized to incur the expenditures as set forth in the Final Budget;

AND, BE IT FURTHER RESOLVED THAT the Clyde Park Town Clerk is directed to enter this Resolution into the Minutes of the Town Council Meeting at which this Resolution was adopted.

PASSED AND ADOPTED, by the Town Council of the Town of Clyde Park this 27 day of August, 2025.

Councilperson	James Walsh	Yes	No	Absent
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Councilperson	Roger Chandler	Yes	No	Absent
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Councilperson	Brian Eckenrod	Yes	No	Absent
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Councilperson	Dave Sarrazin	Yes	No	Absent
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Approved:

Sydney K. Wiley, Mayor

Approved as to Form and Content:

Jon M. Hesse, City Attorney

ATTEST:

Louann Barr, Deputy Clerk

Stacy Mills, Town Clerk/Treasurer



CERTIFIED TAXABLE VALUATION FORM



MONTANA
Form AB-72T
Rev. 6-25

2025 Certified Taxable Valuation Information

(15-10-202, MCA)

Park County

TOWN OF CLYDE PARK

Certified values are now available online at property.mt.gov/cov

1. 2025 Total Market Value ¹	\$	80,252,392
2. 2025 Total Taxable Value ²	\$	684,658
3. 2025 Taxable Value of Newly Taxable Property.....	\$	6,712
4. 2025 Taxable Value less Incremental Taxable Value ³	\$	684,658
5. 2025 Taxable Value of Net and Gross Proceeds ⁴ (Class 1 and Class 2).....	\$	-
6. 2025 Tax Loss from HB212.....	\$	-
7. TIF Districts		

Tax Increment District Name	Current Taxable Value ²	Base Taxable Value	Incremental Value

Total Incremental Value \$ -

Preparer Maureen Ruggles Date 7/31/2025

¹Market value does not include class 1 and class 2 value
²Taxable value is calculated after abatements have been applied
³This value is the taxable value less total incremental value of all tax increment financing districts
⁴The taxable value of class 1 and class 2 is included in the taxable value totals

For Information Purposes Only

2025 taxable value of centrally assessed property having a market value of \$1 million or more, which has transferred to a different ownership in compliance with 15-10-202(2), MCA.

I. Value Included in "newly taxable" property	\$	-
II. Total value exclusive of "newly taxable" property	\$	-

Note

Special district resolutions must be delivered to the department by the first Thursday after the first Tuesday in September, 09/04/2025, or within 30 calendar days after the date on this form 7-11-1025(8), MCA.

The county clerk and recorder must provide mill levies for each taxing jurisdiction to the department by the second Monday in September, 09/08/2025, or within 30 calendar days after the date on this form 15-10-305(1)(a), MCA.

Town of Clyde Park
Taxable Valuation/Mill Levy
Ten-Year History and Analysis

NOTE: The analysis below includes only entity-wide levies subject to the limitations of Section 15-10-420, MCA

If applicable, a separate analysis is provided for levies subject to the limitations of Section 15-10-420, MCA that are authorized and actually imposed using a different taxable valuation.

Analyses contained in this report do not include voted or permissive levies. Voted and/or permissive mills levied in the current year are listed below.

FISCAL YEAR	ENTITY-WIDE TAXABLE VALUATION	%INCREASE (DECREASE) FROM PREVIOUS YEAR	TOTAL CURRENT YEAR AUTHORIZED MILL LEVY (Includes Prior Year Carry Forward Mills)	CURRENT YEAR ACTUAL MILL LEVY	CARRY FORWARD MILLS AVAILABLE (May be levied in a subsequent year)
			FY's 2012-2013 through 2016-2017 enter number of mills from prior year budget - page 9. FY's 2017-2018 and forward enter number of mills from line (14) of the applicable Mill Levy Determination Form.	FY's 2012-2013 through 2016-2017 enter number of mills from prior year budget - page 9. FY's 2017-2018 & forward enter number of mills from line (16) of the applicable Mill Levy Determination Form.	The Carry Forward in this column is <u>not cumulative</u> - the current fiscal year carry forward mills available are the full amount that may be levied in a subsequent year. These mills will be included in the next year's total authorized mill levy.
2016 - 2017	321,273	-0.24%	69.42	69.42	
2017 - 2018	343,946	7.06%	80.37	80.37	
2018 - 2019	344,930	0.29%	77.52	77.52	0.00
2019 - 2020	426,207	23.56%	65.99	65.99	0.00
2020 - 2021	431,280	1.19%	67.61	67.61	0.00
2021 - 2022	557,606	29.29%	54.53	54.53	0.00
2022 - 2023	581,360	4.26%	55.16	55.16	0.00
2023 - 2024	932,262	60.36%	36.55	36.55	0.00
2024 - 2025	929,166	-0.33%	38.90	38.90	0.00
2025 - 2026	684,658	-26.31%	54.44	54.44	0.00

Enter Fund Name (example: County Road Fund)

FISCAL YEAR	TAXABLE VALUATION	%INCREASE (DECREASE) FROM PREVIOUS YEAR	TOTAL CURRENT YEAR AUTHORIZED MILL LEVY (Includes Prior Year Carry Forward Mills)	CURRENT YEAR ACTUAL MILL LEVY	CARRY FORWARD MILLS AVAILABLE (May be levied in a subsequent year)
2015 - 2016					
2016 - 2017		#DIV/0!			
2017 - 2018		#DIV/0!			0.00
2018 - 2019		#DIV/0!			0.00
2019 - 2020		#DIV/0!			0.00
2020 - 2021		#DIV/0!			0.00
2021 - 2022		#DIV/0!			0.00
2022 - 2023		#DIV/0!			0.00
2023 - 2024		#DIV/0!			0.00
2024 - 2025		#DIV/0!			0.00
2025 - 2026		#DIV/0!			0.00

Voted/Permissive mills levied in the current fiscal year:

Description	Number of Mills levied
-------------	------------------------

STATEMENT OF TAX LEVY/LEVIES

Click on links below to view instructions

(1) Instructions

(2) Instructions

(3) Instructions

(4) Instructions

(5) Instructions

(6) Instructions

(7) Instructions

(8) Instructions

(9) Instructions

(10) Instructions

(11) Instructions

(12) Instructions

(13) Instructions

(14) Instructions

(15) Instructions

(16) Instructions

(17) Instructions

(18) Instructions

(19) Instructions

(20) Instructions

(21) Instructions

(22) Instructions

Determination of Tax Revenue and Mill Levy Limitations

Section 15-10-420, MCA

Aggregate of all Funds/or _____ Fund

FYE June 30, 2026

Entity Name: _____ Town of Clyde Park _____

Reference Line

(1)

(2)

(3)

(4)

(5)

(6)

(7)

(8)

(9)

(10)

(11)

(12)

(13)

(14)

(15)

(16)

(17)

(18)

(19)

(20)

(21)

(22)

Enter Ad valorem tax revenue **ACTUALLY** assessed in the prior year (from Prior Year's form Line 17)

Add: Current year inflation adjustment @ 2.11%

Subtract: Ad valorem tax revenue **ACTUALLY** assessed in the prior year for Class 1 and 2 property, (net and gross proceeds) (from Prior Year's form Line 20). (enter as negative)

Adjusted ad valorem tax revenue

ENTERING TAXABLE VALUES

Enter 'Total Taxable Value' - from Department of Revenue *Certified Taxable Valuation Information* form, line # 2

Subtract: 'Total Incremental Value' of all tax increment financing districts (TIF Districts) - from Department of Revenue *Certified Taxable Valuation Information* form, line # 6 (enter as negative)

Taxable value per mill (after adjustment for removal of TIF per mill incremental district value)

Subtract: 'Total Value of Newly Taxable Property' - from Department of Revenue *Certified Taxable Valuation Information* form, line # 3 (enter as negative)

Subtract: 'Taxable Value of Net and Gross Proceeds, (Class 1 & 2 properties)' - from Department of Revenue *Certified Taxable Valuation Information* form, line # 5 (enter as negative)

Adjusted Taxable value per mill

CURRENT YEAR calculated mill levy

CURRENT YEAR calculated ad valorem tax revenue

CURRENT YEAR AUTHORIZED LEVY/ASSESSMENT

Enter total number of carry forward mills from prior year (from Prior Year's form Line 22)

Total current year authorized mill levy, including Prior Years' carry forward mills

Total current year authorized ad valorem tax revenue assessment

CURRENT YEAR ACTUALLY LEVIED/ASSESSED

Enter number of mills actually levied in current year (Number should equal total non-voted mills, which includes the number of carry forward mills, actually imposed per the final approved current year budget document. Do Not include voted or permissive mills imposed in the current year.)

Total ad valorem tax revenue actually assessed in current year

RECAPITULATION OF ACTUAL:

Ad valorem tax revenue actually assessed

Ad valorem tax revenue actually assessed for newly taxable property

Ad valorem tax revenue actually assessed for Class 1 & 2 properties (net gross proceeds)

Total ad valorem tax revenue actually assessed in current year

Total carry forward mills that may be levied in a subsequent year (Number should be equal to or greater than zero. A (negative) number indicates an over levy.)

Enter amounts in yellow cells

\$ 36,145

\$ -

\$ -

\$ 36,908

\$ 684,668

\$ -

\$ (6,712)

\$ -

\$ 677,946

\$ 54.44

\$ 37,273

\$ 0.00

\$ 54.44

\$ 37,273

\$ 54.44

\$ 37,273

\$ 36,908

\$ 365

\$ -

\$ 37,273

\$ 0.00

Auto Calculation (if completing manually enter amounts as instructed)

\$ 36,145

\$ 763

\$ -

\$ 36,908

\$ 684,668

\$ -

\$ 684,668

\$ (6,712)

\$ -

\$ 677,946

\$ 54.44

\$ 37,273

\$ 0.00

\$ 54.44

\$ 37,273

\$ 36,908

\$ 365

\$ -

\$ 37,273

\$ 0.00

Preparer

Notes:

(To print Preparer Notes highlight column and choose 'Print Selection'. To print Levy/Camp form choose 'Print Active Sheet'.)

-10-

A. General Fund

Fund #1000

Revenue by Source

**Expenditure Summary by
Function, Activity and Object**

GENERAL FUND SUMMARY OF REVENUES BY SOURCE		Town of Clyde Park	
SOURCE NO.	SOURCE DESCRIPTION	Previous Year Actual	Final Budget
310000	TAX REVENUES (Do not include Ad Valorem-Mill Levy)		35,409
312000	Penalty and Interest on Delinquent Taxes	0	0
314140	*Local Option Tax (1/2%)	23,241	14,000
314200	Flat Tax - Coal		
316100	Entitlement Levy Transfer		
SUBTOTAL		23,241	14,000
320000	Licenses and Permits		
322000	Business Licenses		
10	Alcohol Beverage (Liquor/Beer/Wine)		
20	General/Professional and Occupational	3,125	3,000
323000	Non-Business Licenses and Permits		
10	Building Permits	3,975	10,000
30	Animal Licenses	1,685	2,000
40	Concealed Weapon Permits		
50	Other Miscellaneous Permits		
SUBTOTAL		8,785	15,000
330000	INTERGOVERNMENTAL REVENUES		
331000	Federal Grants (List and Describe)		
	ARPA Fund	93,830	0
331010	CDBG	0	15,000
333000	Federal Payments in Lieu of Taxes		
20	Taylor Grazing		
40	Payments in Lieu (P.I.L.T.)		
70	Refuge Revenue Sharing		
334000	State Grants (List and Describe)		
334200	SLIPA	0	27,536
334201	RRGL	0	40,000
335000	State Shared Revenues		
25	Drivers' License Reinstatements		
60	Coal Tax Apportionment		
65	Oil and Gas Production Tax		
80	911 Emergency Number		
95	District Court Reimbursement		
100	Bed Tax Apportionment		
110	Live Card Game Table Permits		
120	Gambling Machine Permits	900	900
210	Personal Property Tax Reimbursement		
230	State Entitlement Share	50,452	51,454

*NOTE: Can be used for any purpose as designated by governing body.

GENERAL FUND SUMMARY OF REVENUES BY SOURCE		Town of Clyde Park	
SOURCE NO.	SOURCE DESCRIPTION	Previous Year Actual	Final Budget
330000	INTERGOVERNMENTAL REVENUES - cont.		
338000	Local Shared Revenues		
SUBTOTAL		145,182	134,890
340000	CHARGES FOR SERVICES		
341000	General Government		
10	Miscellaneous Collections		
20	Attorney Fees		
41	Clerk and Recorder Fees		
42	Election Fees		
50	District Court Clerk's Fees		
60	Treasurer's Fees (5% New, GVW, etc.)		
70	Planning Board Fees		
342000	Public Safety		
11	Sheriff's Fees		
12	Board of Prisoners		
20	Fire Protection Fees		
50	Emergency Services		
343000	Public Works (List)		
10	Street and Roadway Charges		
343060	Airport Revenue		
343300	Miscellaneous Charges for Services		
10	Cemetery Charges		
20	Sale of Cemetery Plots	1,710	2,000
30	Grave Permits		
40	Opening and Closing Charges		
50	Perpetual Care Charges		
60	Weed Control Charges		
344000	Public Health Charges		
346000	Culture and Recreation		
10	Auditorium Use Fees		
20	Golf Fees		
30	Swimming Pool Fees		
40	Camping Facilities Fees		
70	Library Collections		
100	Fair Revenues		
200	Civic Center Revenues		
SUBTOTAL		1,710	2,000

GENERAL FUND SUMMARY OF REVENUES BY SOURCE		Town of Clyde Park	
SOURCE NO.	SOURCE DESCRIPTION	Previous Year Actual	Final Budget
350000	<u>FINES AND FORFEITURES</u>		
351010	<u>Justice Court</u>		
11	50% Share of Fines		
12	Civil Fines		
13	Drug Forfeitures		
14	Tobacco Possession and Consumption		
351020	District Court Fines		
351030	City/Town Court Fines		
351040	Other		
SUBTOTAL		0	0
360000	<u>MISCELLANEOUS REVENUES</u>		
361000	Rents		
361500	Lease Revenues		
362000	Other		
365000	Contributions/Donations	1,462	1,500
365020	Private Grants	10,000	0
SUBTOTAL		11,462	1,500
370000	<u>INVESTMENT AND ROYALTY EARNINGS</u>		
371000	Investment Earnings		
371500	Lease Interest Income		
372000	Royalties	1,047	1,000
SUBTOTAL		1,047	1,000
380000	<u>OTHER FINANCING SOURCES</u>		
381000	<u>Proceeds of General Long-Term Debt</u>		
50	Inception of Lease Agreement		
70	Proceeds from Notes/Loans/Interacap		
382000	<u>Proceeds of General Fixed Asset Disposition</u>		
10	Sale of Assets		
SUBTOTAL		0	0
383000	<u>Interfund Operating Transfer (Specify Fund)</u>		
SUBTOTAL		0	0
TOTAL GENERAL FUND NON-TAX REVENUES		191,427	168,390
			**

**INCLUDE AS NON-TAX REVENUE, COLUMN (5), ON TAX LEVY REQUIREMENT SCHEDULE PAGE 53

FUND: Title: Number:		EXPENDITURES BY ACTIVITY AND OBJECT			Town of Clyde Park Fiscal Year ending June 30, 2026					
ACCOUNT NO.	ACCOUNT	Previous Year F.T.E.	Previous Year Budget	Previous Year Actual	Authorized F.T.E.	(100) Personnel Services	(200-800) Operating & Maintenance	(600-699) Principal & Interest	(900) Capital Outlay	Final Budget
410000	<u>GENERAL GOVERNMENT</u>									
410100	Legislative Services	0	4,800	4,800	0	4,800				4,800
410200	Executive Services									0
410320	*District Courts									0
410340	Justice Courts									0
410360	Municipal Courts									0
410400	Administrative Services	2	16,880	31,244	2	42,600				42,600
410500	Financial Services									0
410510	Administration		1,048	158			298			298
410530	Auditing		2,000	0			2,000			2,000
410540	Treasurer									0
410550	Accounting									0
410551	Payroll Services-Professional Services		550	774			650			
410580	Data Processing									0
410590	Assessor									0
410600	Elections									0
410700	Purchasing Services									0
410800	Personnel Services									0
410900	Records Administration									0
411000	Planning and Research Services									0
411100	Legal Services		8,000	10,112			8,000			8,000
411200	Facilities Administration		19,700	23,303			31,550		19,421	50,971
411300	Central Communication									0
411400	Engineering Services									0
411500	Estate Administration									0
411600	Public School Administration									0
411800	Others (List)									0
										0
										0
										0
										0
										0
SUBTOTAL		2	52,978	70,391	2	47,400	42,498	0	19,421	108,669

*Total shown here should be the total from page 19.

FUND: Title: Number:	GENERAL 1000	EXPENDITURES BY ACTIVITY AND OBJECT			Town of Clyde Park Fiscal Year ending June 30, 2026					
		Previous Year F.T.E.	Previous Year Budget	Previous Year Actual	Authorized F.T.E.	(100) Personnel Services	(200-800) Operating & Maintenance	(600-699) Principal & Interest	(900) Capital Outlay	Final Budget
480000	CONSERVATION OF NATURAL RESOURCES									
480100	Soil Conservation									0
480200	Water Quality Control									0
480300	Air Quality Control									0
	Others (List)									0
										0
										0
SUBTOTAL		0	0	0	0	0	0	0	0	0
490000	DEBT SERVICE									
490400	Interest on Registered Warrants									0
490500	Interest and Principal Payments									0
490600	Interest and Principal Payments - Leases									0
SUBTOTAL		0	0	0	0	0	0	0	0	0
510000	MISCELLANEOUS									
*510100	Special Assessments									0
510200	Judgements									0
510300	Unallocated Costs									0
	Others (List)									0
510300	Work Comp, Property & Liability Insurance		5,500	5,073			6,000			6,000
										0
SUBTOTAL		0	5,500	5,073	0	0	6,000	0	0	6,000
520000	OTHER FINANCING USES									
521000	Operating Transfers Out									0
	(Itemize by Fund)									0
										0
										0
										0
SUBTOTAL		0	0	0	0	0	0	0	0	0
	TOTAL EXPENDITURES	2	91,728	92,469	5	59,860	69,148	0	19,421	148,429
										**

* CITY/COUNTY PORTION OF SID BONDS/MAINTENANCE
** INCLUDE AS APPROPRIATIONS, COLUMN (1) , ON TAX LEVY REQUIREMENT SCHEDULE PAGE 53.

Town of Clyde Park

LOANS, CONTRACTS, NOTES, GENERAL OBLIGATION BONDS, LEASES ETC.

Fiscal Year ending June 30, 2026

[illegible]

SPECIAL REVENUE FUNDS			
REVENUE BY SOURCE			
EXPENDITURE SUMMARY BY FUNCTION AND ACTIVITY			
FUND:	NON-LEVIED FUNDS		
Title:	Bessie Fries Cemetery	Town of Clyde Park	
Number:	2702	Fiscal Year ending June 30, 2026	
ACCOUNT NO.	ACCOUNT	Prior Year Actual	Final Budget
NON-TAX REVENUES			
365010	Contributions	0	2,000
371010	Investment earnings	63	60
TOTAL REVENUES.....*		63	2,060
EXPENDITURES			
TOTAL EXPENDITURES **		0	0

FUND:	NON-LEVIED FUNDS		
Title:	Capital improvement Fund	Town of Clyde Park	
Number:	4100	Fiscal Year ending June 30, 2026	
ACCOUNT NO.	ACCOUNT	Prior Year Actual	Final Budget
NON-TAX REVENUES			
371010	Investment earnings	53	60
TOTAL REVENUES.....*		53	60
EXPENDITURES			
TOTAL EXPENDITURES.....**		0	0

*INCLUDE AS NON-TAX REVENUE, COLUMN (5) , ON NON-LEVY SUMMARY SCHEDULE PAGE 55.

**INCLUDE AS APPROPRIATIONS, COLUMN (1) , ON NON-LEVIED SUMMARY SCHEDULE PAGE 55.

E. Enterprise Funds

5000

ENTERPRISE FUND BUDGET SUMMARY			
FUND:	WATER OPERATING	Town of Clyde Park Fiscal Year ending June 30, 2026	
Title:			
Number:	5210		
ACCOUNT NO.	ACCOUNT	Previous Year Actual	Final Budget
<u>REVENUE</u>			
343020	<u>WATER REVENUES</u>		
021	Metered Water Sales	179,182	179,182
022	Unmetered Water Sales		
023	Bulk and Irrigation Water Sales		
024	Sale of Water, Materials and Supplies		
025	Water Permits		
026	Water Installation Charges		
027	Miscellaneous Water Revenue	4,998	25,000
371000	INVESTMENT EARNINGS		
383000	TRANSFERS IN (From other Funds)		
	Itemize by Fund		
TOTAL REVENUES **		184,180	204,182
<u>EXPENSES</u>			
430500	<u>WATER UTILITIES</u>		
100	Personal Services (FTE)	50,243	69,761
200	Supplies	24,012	20,000
210	Office Supplies (postage)	760	900
230	Repairs and Maintenance	3,150	2,000
300	Purchased Services	96,261	5,000
380	Education, Conferences, Training	118	2,000
400	Materials		
500	Fixed Charges		
900	*Capital Outlay		
490000	<u>DEBT SERVICE</u>		
610	Principal		
620	Interest	40,934	40,000
630	Service Charge		
521000	TRANSFERS OUT (To Other Funds)		
	Itemize by Fund		
TOTAL EXPENSES ***		215,478	139,661
510400	<u>NON-CASH EXPENSES</u>		
830	Depreciation/Amortization		
239000	Compensated Absences		
TOTAL NON-CASH EXPENSES.....		0	0
	<u>OTHER CASH USES</u>		
211000	Due to Other Funds		
	Additions to Restricted Accounts		
102210	Sinking/Interest		
102220	Restricted		
102230	Surplus		
102240	Replacement/Depreciation		
TOTAL OTHER CASH USES.....		0	0
TOTAL EXPENSES AND OTHER CASH USES.....		215,478	139,661

***SHOW DETAIL ON PAGE 45.**

****INCLUDE AS NON-TAX REVENUE, COLUMN (5) , ON NON-LEVIED FUNDS SUMMARY SCHEDULE PAGE 55.**

*****INCLUDE AS APPROPRIATIONS, COLUMN (1) , ON NON-LEVIED FUNDS SUMMARY SCHEDULE PAGE 55.**

G. Private Purpose Trust Funds

7000

H. Permanent Funds

8000

TAX LEVY REQUIREMENTS SCHEDULES

READ all the instructions and information before completing Pages 53-55 schedules

IMPORTANT INFORMATION

Pages 53, 54, and 55 in this workbook can be saved as a separate excel file and submitted.

Once the Budget Workbook is complete, follow the instructions on the Budget Information page titled:

FINAL STEPS FOR SUBMITTING FINAL BUDGET PDF AND PAGES 53-55 EXCEL

These instructions will aid in:

- Checking that all required information is included in the completed Budget Workbook

- Creating a PDF of the completed Budget Workbook

- Preparing Pages 53-55 from the completed Budget Workbook to be submitted in .xlsx format

Information in the WHITE CELLS can be copied from this Workbook and pasted into the Page 53-55 template provided on the LGSB website.

USE THE INSTRUCTIONS ON BUDGET INFORMATION TAB OR PROVIDED PAGE 53-55 TEMPLATE ONLY!

Using any other workbook will cause essential built-in functions to break.

Contact LGSB at LGSBHelp@mt.gov or 406-444-9101 if you need assistance.

Instructions for all Tax Levy Requirement Schedule Pages

The Format of each page is locked except for the WHITE fields.

Do not try to change any other fields or unlock this document.

ONLY ENTER FUNDS THAT HAVE LEVIES ON PAGES 53 AND 54.

Funds without levies should be on Page 55- Non-Levied Funds

Fund #s must be a 4 digit BARS number (non-number or special characters are not allowed).

Field will present an error message if number is not 4 digits, or if it includes any non-number characters.

BARS Fund Name will populate with the standard name from the BARS chart of accounts.

If #N/A error populates in the BARS Fund Name it is because an Entity Name was not selected on the Coverpage tab.

If a #NAME? error populates in the BARS Fund Name it is likely an issue with the version of Excel being used. Older versions do not support certain functions. Please update to a newer version or contact LGSB for further assistance.

If number entered is not a designated BARS fund, "NO BARS MATCH" will appear in BARS Fund Name.

If BARS number does not apply to the Entity Type the same message will occur.

If the fund number returns a BARS Fund name that is not related to the Entity Fund type, consult the BARS Fund Classification document (link below) for a different BARS fund number or contact LGSB for assistance.

Calculated Fields will not populate without a BARS number in FUND # column/cell.

BARS Chart of Accounts are located on the LGSB website

https://sfsd.mt.gov/LGSB/Accounting-AFRResources/01_BARSChartofAccount

Additional sheets for each page may be required. Use steps below to make copies.

On pages 53 and 54, only enter funds that are associated with a single levy.

If the entity has more than one Non-Voted (Page 53) or Voted (Page 54) Levy, make a copy by:

Right Click the sheet tab at the bottom

Select "Move or Copy"

Then check the "Create a copy" box and click ok.

If additional fields are needed for a single levy, please contact LGSB.

Additional fields on Page 55 can also be provided by contacting LGSB.

The color coding for fields on each page is as follows:

WHITE

Unlocked fields that should be filled out.

**Fund# is limited to 4 digit numbers (BARS)*

LIGHT GREEN

Calculated or Pre-Filled Field

**These fields are locked and will populate as the white fields are filled in.*

Budgeted Cash Reserve is unlocked but will still populate. Formula can be overwritten with amount.

**YELLOWISH
GREEN**

Drop down option for Mill Types on page 54

Page 54 is for Voted or Permissive Levies only.

Page Specific Instructions

Page 53 - Non-Voted Levy and Page 54 - Voted/Permissive Levy

REMINDER: If there is NO MILL LEVY for a fund, it does not go on Page 53 or Page 54.

Please enter all non-levied funds on Page 55.

Assessed/Market Valuation can be found on the Certified Taxable Valuation Form (AB-72T) provided by the Department of Revenue. (DOR Cert Tax Val tab)

Page 54 - Voted/Permissive Levy

Mill Type for Pg 54 should be Voted or Permissive.

License Fees (such as Predator Livestock fees) should be entered on Page 55

For Voted Levies that were approved for a specific amount of time, enter the year the levy can no longer be assessed in the Sunset Year field

FUNDS WITHOUT SUNSET YEARS SHOULD BE LEFT BLANK

Years Remaining will be calculated using the Current Fiscal Year.

Sunset year must be entered in YYYY format

If Entity elects to transition a voted mill levy to a dollar-based mill levy (SB 542) please contact LGSB to unlock the Property Tax Revenue field on Pg 54.

Calculated Fields

The following fields are calculated by the equation that follows:

Budgeted Cash Reserve = Total Resources - Appropriations

This field can be overwritten if Budgeted Cash Reserve differ from the formula provided.

Total Requirements = Appropriations + Budgeted Cash Reserve

Total Revenues = Non-Tax Revenues + Property Tax Revenues

Total Resources = Cash Available + Total Revenues

Property Tax Revenues = Mill Levy * One Mill Yields

Years Remaining (Pg54) = Current Fiscal Year - Sunset Year

Estimated Ending Cash Balance = Cash Available + Total Revenues - Appropriations

Balance Checks

For each fund the following information should be true:

Total Requirements must be equal to Total Resources for a balanced budget.

Budgeted Cash Reserves cannot be a negative.

Maximum levels of cash reserves allowed is as follows:

County Cash Reserves must not exceed 33 1/3% of Appropriations

City/Towns Cash Reserves must not exceed 50% of Appropriations

7-6-4034 MCA

Fund is overspending if Appropriations amount is greater than Total Revenues.

June-2025-V26.4

PAGE 53

(10) One Mill Yields:	0.00
-----------------------	------

Balance check per fund:

Total Requirements minus Total Resources; Should equal 0	Budgeted Cash Reserve Limit Percentage - See Instructions for details
0	0%
0	13%
0	3%
0	0%

June-2025-V26.4

- *if other than zero budget is not balanced

(10) One Mill Yields:	0.00
-----------------------	------

Balance check per fund:

Total Requirements minus Total Resources; Should equal 0	Budgeted Cash Reserve Limit Percentage - See Instructions for details
---	--

*if other than zero budget is not balanced

Town of Clyde Park - FY2026

NON-LEVIED FUNDS - SUMMARY SCHEDULE

Page 55

			(1)	(2) = (6) - (1)	(3) = (1) + (2)	(4)	(5)	(6) = (4)+(5)	(7)=(4)-(1)+(5)
Fund #	BARS Fund Name	Fund Name	Appropriations	Budgeted Cash Reserve	Total Requirements	Cash Available	Non-Tax Revenues	Total Resources	Estimated Ending Cash Balance
5210	Water	Water	139,661.00	64,521.00	204,182.00		204,182.00	204,182.00	64,521.00
		TOTAL	139661	64521	204182	0	204182	204182	64,521

**Balance check
per fund:**

0

June-2025-V26.4

***Total Revenues compared to Total Appropriations:**

64,521

*if negative, appropriations exceed the revenues

Total Requirements compared to Total Resources

0

*if other than zero budget is not balanced