

CITY OF BILLINGS

CITY OF BILLINGS VISION STATEMENT:

**“THE MAGIC CITY – A VIBRANT, WELCOMING PLACE WHERE
PEOPLE FLOURISH AND BUSINESS THRIVES.”**

AGENDA

COUNCIL CHAMBERS

August 8, 2011

6:30 P.M.

CALL TO ORDER – Mayor Hanel

PLEDGE OF ALLEGIANCE – Mayor Hanel

INVOCATION – Councilmember Gaghen

ROLL CALL

MINUTES: July 25, 2011

COURTESIES

PROCLAMATIONS

ADMINISTRATOR REPORTS - TINA VOLEK

PUBLIC COMMENT on “NON-PUBLIC HEARING” Agenda Items: #1, 3, and 4 ONLY.

Speaker sign-in required. (Comments offered here are limited to one (1) minute. Please sign up on the clipboard located at the podium. Comment on items listed as public hearing items will be heard ONLY during the designated public hearing time for each respective item. For Items not on this agenda, public comment will be taken at the end of the agenda.)

1. CONSENT AGENDA -- Separations:

A. Bid Awards:

- 1. MET Transit Bus Tire Mileage Lease Program.** (Opened 7/26/2011) Recommend award of mileage tire lease contract to Bridgestone Americas Tire Operations, LLC, for 9/1/2011 - 8/31/2012 with additional four, 1-year renewable options.

B. Street Closures:

1. **Stride 4 Pride 5K Fun Run.** August 20, 2011; 7:00 a.m. to 10:00 a.m.; Starting from Rose Park, left onto 21st St. W., right onto Ave. C, left onto 18th St. W., right onto Parkhill Dr., left onto 17th St. W., right after bridge, left onto Soloman Ave., following dirt road long the ditch, right onto 21st St. W., left onto Colton Blvd., left onto Meadowwood St., left onto Cohagen Dr., right onto Woody Dr., left onto dirt trail along ditch back to 21st St. W., crossing the bridge and following sidewalk down into baseball field parking lot to 21st St. W., following circular sidewalk to the pavillion/finish.
 2. **Montana Governor's Cup Marathon.** September 18, 2011; 5:00 a.m. to 4:00 p.m.; Race begins in Molt and proceeds left to 38th St. W. to Poly Dr., Patricia Lane, Colton Blvd., 17th St. W., Parkhill Dr, Virginia Lane, and 3rd St. W., finishing at Wendy's Field. Full closures needed at 38th St. W. from Rimrock Road to Poly Dr. from 7:00 a.m. - 10:00 a.m. and 3rd St. W. at Parkhill to Wendy's Field entrance from 6:00 a.m. to 1:00 p.m.
- C. **Recommendation of approval** of the revised Billings Area Bikeway & Trail Master Plan to the Policy Coordinating Committee
- D. **Second/final reading ordinance for Zone Change #877:** a zone change from Planned Development – Neighborhood Commercial to Planned Development – Neighborhood Commercial with an allowance for the on-premise sale of beer and wine without gaming and the provision of catering services on a 37,739 square foot parcel of land described as Lot 3, Block 40, Harvest Subdivision, 4th Filing, generally located at 3210 Henesta Drive. Steel Properties, Ronald Steel, President, owner; Siam Thai, LLC and Andrew Billstein, Billstein Law Firm, representatives. Approval of the zone change and adoption of the determinations of the 12 criteria.
- E. **Preliminary Subsequent Minor Plat** of Amended Lots 8 and 9A-5, Block 1, Montana Sapphire Subdivision, generally located on the west side of Shiloh Road, on both sides of Montana Sapphire Drive, south of King Avenue East. Montana Sapphire, LLC, owner; Sanderson Stewart, representing agent.
- F. **Bills and Payroll:**
1. July 11, 2011
 2. July 15, 2011

REGULAR AGENDA:

2. **PUBLIC HEARING AND RESOLUTION** approving the issuance of Special Improvement District 1360 Refunding Bonds. Staff recommends approval. (**Action:** approval or disapproval of staff recommendation.)
3. **RESOLUTION** awarding the sale of bonds for financing pooled Series 2011 Sidewalk Bonds (WO 05-13, Jackson Street, Phase II and WO 09-02, Miscellaneous/Developer Improvements) to Royal Johnson in the amount of \$350,000. Staff recommends approval. (**Action:** approval or disapproval of staff recommendation).

4. **1ST READING ORDINANCE** approving the Empire Parking Garage and Northern Hotel Projects as Urban Renewal Projects in the Expanded N. 27th Street Urban Renewal Area - 2008 (Public Hearing opened 6/27/11, continued to 7/11/2011 and closed.) (Action postponed from 7/11/2011). Staff recommends approval. (Action: approval or disapproval of staff recommendation.)

PUBLIC COMMENT on Non-Agenda Items -- Speaker Sign-in required. (*Restricted to ONLY items not on this printed agenda. Comments here are limited to 3 minutes. Please sign up on the clipboard located at the podium.*)

COUNCIL INITIATIVES

ADJOURN

Additional information on any of these items is available in the City Clerk's Office.

Reasonable accommodations will be made to enable individuals with disabilities to attend this meeting. Please notify Cari Martin, City Clerk, at 657-8210.

Regular City Council Meeting**Meeting Date:** 08/08/2011**TITLE:** Contract Award for MET Transit Bus Tire Mileage Lease Program**PRESENTED BY:** Thomas H. Binford**Department:** Transit**PROBLEM/ISSUE STATEMENT**

For the past eighteen (18) years MET Transit has participated in multi-year tire mileage leases for tires on its Transit bus fleet. Due to the unique size and heavy-duty sidewall construction of the intra-city transit radial tires, this type of tire can only be leased and is not available for purchase.

The current lease expired June 30, 2011. The MET exercised an optional "run out" period for six months. The new lease will be in place prior to the expiration of the "run out" period. Bids were solicited by placing ads in the local paper, on the City's Web site, and mailing bid packets to three national vendors. Bids were received on Tuesday, July 26, 2011. The following represents the three price proposals received:

VENDOR	FY 12	FY 13	FY 14	FY 15	FY 16
Goodyear Tire & Rubber Company	.006874	.007355	.007870	.008421	.009010
Michelin North America	.009660	.010630	.011690	.012860	.014150
Bridgestone Americas Tire Operations	.005977	.006276	.006589	.006919	.007265

The following formula is utilized to convert these rates into projected budgeted details. This formula consists of projected 650,000 bus miles per year, times six tires per bus, for a total fleet mileage of 3,900,000. By applying the formula, the following bid totals are identified:

VENDOR	FY 12	FY 13	FY 14	FY 15	FY 16
Goodyear Tire & Rubber Company	\$26,809	\$28,684	\$30,693	\$32,842	\$35,139
Michelin North America	\$37,674	\$41,457	\$45,591	\$50,154	\$55,185
Bridgestone Americas Tire Operations	\$23,310	\$24,476	\$25,697	\$26,984	\$28,333

ALTERNATIVES ANALYZED

The City Council may:

- Approve the lease for the MET Transit bus tires; or
- Not approve a lease and reject all bids.

FINANCIAL IMPACT

Funding for the tire mileage lease has been included in the FY 12 Operating Budget.

RECOMMENDATION

Staff recommends that Council approve the five (5) year tire mileage lease with the lowest bidder, Bridgestone Americas Tire Operations, LLC and authorize the Mayor to execute the Contract.

APPROVED BY CITY ADMINISTRATOR

Regular City Council Meeting

Meeting Date: 08/08/2011

TITLE: Stride 4 Pride 5K Fun Run

PRESENTED BY: David Mumford

Department: Public Works

PROBLEM/ISSUE STATEMENT

A race route has been requested for the following event.

Who: TAP 365 (The Awareness Project)

Event: Stride 4 Pride 5K Fun Run and Walk

Date and Time: Saturday August 20, 2011 7:00am-10:00am

Where: Beginning and ending at Rose Park; onto Ave C, 18th St West, Parkhill, 17th St W, Soloman Ave to 21st St West, Colton, Meadowwood, Cohagen Dr, Woody Dr., back to 21st St West to the park.

Recommended conditions of approval include Stride 4 Pride Fun Run and Walk:

1. Provide a certificate of insurance with required liability amounts naming the City of Billings as additional insured
2. All course guards (flaggers) shall wear proper safety apparel, use approved STOP/SLOW paddles and one representative shall be a CERTIFIED TRAFFIC CONTROLLER for the event
3. Provide and install adequate signage to notify motorists of the event
4. Notify residences affected by the event
5. Clean the area to be used

ALTERNATIVES ANALYZED

The Council may:

- Approve the request to use the above residential streets for the run/walk event; or
- Deny the request

FINANCIAL IMPACT

Administrative time to process the permit is offset by the application fee. Any Police assistance, traffic control, and litter removal are to be paid for by TAP 365.

RECOMMENDATION

Staff recommends that Council approve the use of the residential streets listed above for the 1st annual Stride 4 Pride 5K Fun/Run event.

APPROVED BY CITY ADMINISTRATOR

Attachments

Stride 4 Pride 5K Fun Run

Insurance Certificate



City of Billings RIGHT-OF-WAY ACTIVITY PERMIT

Please check the type of activity you are applying for:

☐ Parade ☒ Run/Walk/Procession ☐ Street/Alley Closure ☐ Block Party

Submit this application with attachments to either the: Public Works office, 2224 Montana Ave., Billings, MT 59101 or Downtown Billings office, 2815 2nd Ave North, Billings, MT 59101. Application packet should be turned in at least 60 days prior to the date of the proposed event for approval.

PERSON MAKING APPLICATION Susan Eades & Debbie Schnek

ORGANIZATION MAKING APPLICATION TAP 365 (The Awareness Project)

PHONE 208.1167 OR 629-1510

ADDRESS 3004 Millice Ave. Bldg. MT 59102

EMAIL ADDRESS SUZIE.EADES@GMAIL.COM OR REXX041@YAHOO.COM

APPROXIMATE TIME EVENT WILL:

Assemble 7:00 AM Start 9:00 AM Disband 10:00 AM

DATE OF EVENT August 20, 2011

PURPOSE/DESCRIPTION OF EVENT: (Description and detail of the event.)

THE STRIDE 4 PRIDE 5K Run/Walk is a fundraiser for the
Pride Foundation post-secondary education scholarship for a MT
Citizen. Part of the proceeds will also go to Billings Park, Recreation &
Preservation Foundation. The goal is to bring the whole community
together promoting fellowship & fun Regardless of our differences.

EVENT ROUTE DESIRED (IF APPLICABLE): (Please attach map.)

location
plz see attached map & outline of a course guides.

BLOCK PARTY STREET LOCATION (IF APPLICABLE):

CLEAN UP IMPLEMENTATION: (Company contracted or services you will provide)

the TAP 365 volunteers & Event Coordinators will provide
all clean-up.

CERTIFICATION OF INSURANCE WHICH MUST SHOW: (1) The limits of liability coverage for the period of this agreement as a minimum of \$750,000 per claim/ \$1.5 million per occurrence general liability, and (2) the City of Billings named on the Certificate of Insurance as the additional insured. (Refer to the sample insurance copy. Please note a certificate of insurance is not required for Block Parties)

NOTICE: ANY MARKINGS (NO PAINT ALLOWED) TO BE PLACED ON PUBLIC RIGHT-OF-WAY MUST BE APPROVED BY THE CITY TRAFFIC/ENGINEERING DEPARTMENT PRIOR TO PLACEMENT, BE ENVIRONMENTALLY SAFE, AND NOT CONFLICT WITH EXISTING MARKINGS.

FOR DOWNTOWN EVENTS: YOU OR THE ORGANIZATION YOU REPRESENT MUST "ASSIGN" THE FIRST TWO BLOCKS OF THE DOWNTOWN EVENT ROUTE FOR NO PARKING TWO HOURS PRIOR TO YOUR EVENT USING THE ROUTE SIGNS PROVIDED BY THE CITY. IT IS YOUR RESPONSIBILITY TO PROVIDE THE APPROPRIATE BARRICADES FOR THE STREET CLOSURE.

IF USING THE ESTABLISHED EVENT ROUTE, THE CITY WILL PROVIDE TWO POLICE OFFICERS WITH VEHICLES TO START THE EVENT, AND A STREET SWEEPER, IF NECESSARY, TO FOLLOW THE EVENT.

COORDINATOR OF EVENTS AT WHICH ALCOHOL WILL BE CONSUMED IN PUBLIC RIGHT-OF WAY ARE REQUIRED TO OBTAIN AN OPEN-CONTAINER PERMIT FROM THE POLICE DEPARTMENT

UPON SIGNING OF THIS APPLICATION, THE APPLICANT AGREES NOT TO VIOLATE ANY STATE OR CITY CODES IN THE PRESENTATION OF THE REQUESTED SPECIAL ACTIVITY.

In consideration for permission to conduct its activity as requested, applicant agrees to indemnify, defend and hold harmless the City of Billings, its officers, agents, employees and volunteers from damage to property and for injury to or death of any person and from all liability claims, actions or judgments which may arise from the activity.

Applicants also agree to obtain valid "save or hold harmless agreements" from all participants in its activity, protecting the City of Billings from all losses arising out of its activity, including damages of any kind or nature.

APPLICANT SIGNATURE

William L. Eads

DATE

6/30/14

APPLICATION APPROVED

DATE

APPLICATION DENIED

DATE

ADDITIONAL RESTRICTIONS OR SPECIAL CONDITIONS: YES ☐ NO ☐
(IF YES, ATTACH COPY)

FOR CITY USE ONLY

FEE: \$100.00

PAID: _____

DATE: _____

COPIES TO:

CITY ADMINISTRATOR
DEPUTY CITY ADMINISTRATOR
POLICE CHIEF
FIRE CHIEF
FIRE MARSHALL
MET TRANSIT MANAGER
STREET/TRAFFIC SUPERINTENDANT
TRAFFIC ENGINEER
PRPL DIRECTOR
PARKING SUPERVISOR
CITY ATTORNEY

5K Fun Run/Walk
August 20, 2011
Beginning and Ending at Rose Park, Billings MT

Race begins 9:00 am - last walker should be in by 10:00 am		
5k Race Course turns	Course guides - w/ orange vest and stop/slow signs	
Starts on 22nd St W by Tennis Courts		
Turns left on South End of Rose Park	x	
Turns left onto 21st St W	x	
Turns Right onto Ave C	x	
Turns left onto 18th St W	x	
Turns Right onto Parkhill	x	
Turns left onto 17th St W	x	
Right after bridge, turn left onto Soloman Ave	x	
Follow Dirt road along the ditch until you get to 21st St W		
Turn right onto 21st St W	x(same course guide as other gray area)	
Turn left onto Colton	x	
Turn left onto Meadowwood St	x	
Turn left onto Cohagen Dr	x	
Turn right onto Woody Dr	x	
At the bottom of Woody Dr, turn left onto dirt trail along ditch	x	
Follow the dirt trail until you get back to 21st St W, then turn right immediately after the gate	x(see above)	
Cross the bridge and follow the sidewalk down into the baseball field parking lot	x	
Go down 21st St W until the south end of the circular sidewalk path	x	
Follow the circular sidewalk to the pavillion/finish		
Residences along the course: 131	we will distribute information flyers ahead of time	
Businesses/churches: 2	we will distribute information flyers ahead of time	
we will have a lead bike and a sweeper biker		
We will have 2 med tents on cours and 1 at finish.		



ACORD™

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

7/05/2011

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Hoiness LaBar Insurance A Member of Payne Financial Group P.O. Box 30638 Billings, MT 59107-0638	CONTACT NAME: PHONE (A/C, No, Ext): - FAX (A/C, No): E-MAIL ADDRESS: PRODUCER CUSTOMER ID #:														
INSURED City Of Billings %Human Resources Dept P.O. Box 1178 Billings, MT 59104	<table border="1"> <thead> <tr> <th>INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A : Capitol Indemnity</td> <td></td> </tr> <tr> <td>INSURER B :</td> <td></td> </tr> <tr> <td>INSURER C :</td> <td></td> </tr> <tr> <td>INSURER D :</td> <td></td> </tr> <tr> <td>INSURER E :</td> <td></td> </tr> <tr> <td>INSURER F :</td> <td></td> </tr> </tbody> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A : Capitol Indemnity		INSURER B :		INSURER C :		INSURER D :		INSURER E :		INSURER F :	
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INSURER C :															
INSURER D :															
INSURER E :															
INSURER F :															

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR NSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY ☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR ☒ BI/PP Ded:250 GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PRO-JECT ☐ LOC		CP01378146	04/01/2011	04/01/2012	EACH OCCURRENCE \$2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$100,000 MED EXP (Any one person) \$5,000 PERSONAL & ADV INJURY \$2,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COM/OP AGG \$2,000,000 \$
	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ ALL OWNED AUTOS ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ☐ NON-OWNED AUTOS					COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$ \$
	UMBRELLA LIAB ☐ OCCUR EXCESS LIAB ☐ CLAIMS-MADE DEDUCTIBLE RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$ \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? ☐ Y/N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A				WC STATUTORY LIMITS ☐ OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Holder is listed as Additional Insured on policy for: TAP (The Awareness Project) 365 Party In The Park/Stride 4 Pride 5K Fun Run/Walk to be held on August 20th, 2011 at Rose Park, Billings MT.

CERTIFICATE HOLDER

CANCELLATION

TAP 365/Stride 4 Pride 3004 Millice Avenue Billings, MT 59102	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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Regular City Council Meeting

Meeting Date: 08/08/2011

TITLE: Montana Governors Cup Marathon

PRESENTED BY: David Mumford

Department: Public Works

PROBLEM/ISSUE STATEMENT

A race route has been requested for the following event.

Who: Road Runners Club of America

Event: Montana Governors Cup Marathon

Date and Time: Sunday, September 18th 2011 5:00am-4:00pm

Where: Route starts in Molt, through Yellowstone Club Estates, Rimrock, 46th St. W, Rangeview, 38th St W., Poly Dr., Patricia Lane, Colton, 17th St W., Parkhill Dr and 3rd St. W. All runners will eventually be on the same route finishing at Daylis Statdium. A full closure is needed at 38th St W. from Rimrock Rd to Poly Dr from 7:00am - 10:00 am and 3rd St W at Parkhill to Daylis Stadium entrance from 6:00am to 1:00pm.

Recommended conditions of approval include Road Runners Club of America:

1. Provide a certificate of insurance with required liability amounts naming the City of Billings as additional insured.
2. All course guards (flaggers) shall wear proper safety apparel, use approved STOP/SLOW paddles and one representative shall be a CERTIFIED TRAFFIC CONTROLLER for the event.
3. Provide and install adequate signage to notify motorists of the event.
4. Clean the area to be used.
5. Notify residences affected by the route.

ALTERNATIVES ANALYZED

The Council may:

- Approve the request to use the named streets for the run/walk event; or
- Deny the request

FINANCIAL IMPACT

Administrative time to process the permit is offset by the application fee. Any Police assistance, traffic control, and litter removal are to be paid for by Road Runners Club of America.

RECOMMENDATION

Staff recommends that Council approve the race route and full closures for the named streets for the annual Montana Governors Cup Marathon.

APPROVED BY CITY ADMINISTRATOR

Attachments

Montana Gov Cup Marathon



City of Billings
RIGHT-OF-WAY ACTIVITY
PERMIT

Please check the type of activity you are applying for:

☐ Parade ☐ Run/Walk/Procession ☐ Street/Alley Closure ☐ Block Party

Submit this application with attachments to either the: Public Works office, 2224 Montana Ave., Billings, MT 59101 or Downtown Billings office, 2815 2nd Ave North, Billings, MT 59101. Application packet should be turned in at least 60 days prior to the date of the proposed event for approval.

PERSON MAKING APPLICATION Kate Novakovich

ORGANIZATION MAKING APPLICATION Montana Governors Cup Marathon

PHONE 245-9735 / 672-1772

ADDRESS 2505 RiverDaks Billings MT 59105

EMAIL ADDRESS Knouakovich@bresnan.net

APPROXIMATE TIME EVENT WILL:

Assemble 5:00 AM Start _____ Disband 4:00 PM

DATE OF EVENT SUNDAY, SEPTEMBER 18, 2011

PURPOSE/DESCRIPTION OF EVENT: (Description and detail of the event.)

Marathon events run athletes 26.2 miles, 13.1, and 6.2 miles into DAYLIS STADIUM. KIDS run events follow.

Use Pioneer Park sidewalk around PARK FOR KIDS run; START and finish at north entrance to DAYLIS @ 11:00 - 11:30 AM Sunday 9-17.

EVENT ROUTE DESIRED (IF APPLICABLE): (Please attach map.)

START IN MORT, YCC, RANGEVIEW, Poly Dr, Colton, Parkhill down 3rd ST into DAYLIS STADIUM

REQUEST STREET CLOSURES: 3rd ST at Parkhill to AVE A 38th ST at Poly DR - by Arrowhead School, from Rimrock to Poly Dr. 6:00 AM - 1:00 PM 3rd; 38th, 7:00 AM to 10:00 AM.

BLOCK PARTY STREET LOCATION (IF APPLICABLE):

CLEAN UP IMPLEMENTATION: (Company contracted or services you will provide)

Volunteer clean up crew.

CERTIFICATION OF INSURANCE WHICH MUST SHOW: (1) The limits of liability coverage for the period of this agreement as a minimum of \$750,000 per claim/ \$1.5 million per occurrence general liability, and (2) the City of Billings named on the Certificate of Insurance as the additional insured. (Refer to the sample insurance copy. Please note a certificate of insurance is not required for Block Parties)

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APPLICANT SIGNATURE Kate Mvouakovich DATE 2-3-11

APPLICATION APPROVED _____ DATE _____

APPLICATION DENIED _____ DATE _____

ADDITIONAL RESTRICTIONS OR SPECIAL CONDITIONS: YES [] NO []
(IF YES, ATTACH COPY)

FOR CITY USE ONLY

FEE: _____

APPLICANT NOTIFIED BY: _____

DATE: _____

COPIES TO:

CITY ADMINISTRATOR
DEPUTY CITY ADMINISTRATOR
POLICE CHIEF
FIRE CHIEF
FIRE MARSHALL
MET TRANSIT MANAGER
STREET/TRAFFIC SUPERINTENDANT
TRAFFIC ENGINEER
PRPL DIRECTOR
PARKING SUPERVISOR
CITY ATTORNEY



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
2/1/2011

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

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PRODUCER STAR Insurance - Fort Wayne Office 2130 East DuPont Road Fort Wayne IN 46825		CONTACT NAME: Janice Routt PHONE (A/C, No, Ext): (260) 467-5690 FAX (A/C, No): (260) 467-5691 E-MAIL ADDRESS: janice.routt@starfinancial.com PRODUCER CUSTOMER ID#: 00050950	
INSURED ROAD RUNNERS CLUB OF AMERICA/2011 & ITS MEMBER CLUBS 7410 SKYLINE DRIVE FREDERICK MD 21702-3652		INSURER(S) AFFORDING COVERAGE INSURER A: NATIONAL CASUALTY COMPANY 11991 INSURER B: NATIONWIDE LIFE INSURANCE CO. 66869 INSURER C: INSURER D: INSURER E: INSURER F:	

COVERAGES **CERTIFICATE NUMBER: 2010 MEMBER CLUB** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY ☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR ☒ LEGAL LIAB. TO PARTIC. \$2,000,000 GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PRO-JECT ☐ LOC		KRO 0000001300700	12/31/2010 12:01 A.M.	12/31/2011 12:01 A.M.	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ NONE PRODUCTS - COMPIOP AGG \$ 2,000,000 ABUSE & MOLESTATION \$ 500,000
	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ ALL OWNED AUTOS ☐ SCHEDULED AUTOS ☒ HIRED AUTOS ☒ NON-OWNED AUTOS		KRO 0000001300700	12/31/2010 12:01 A.M.	12/31/2011 12:01 A.M.	COMBINED SINGLE LIMIT (Ea accident) \$ 2,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$ \$
	UMBRELLA LIAB ☐ OCCUR EXCESS LIAB ☐ CLAIMS-MADE DEDUCTIBLE RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$ \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? ☐ Y/N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A				WC STATUTORY LIMITS ☐ OTH-ER ☐ E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
B	EXCESS MEDICAL & ACCIDENT (\$250 DEDUCTIBLE/CLAIM)		SFX 00000039016-00	12/31/2010 12:01 A.M.	12/31/2011 12:01 A.M.	EXCESS MEDICAL \$10,000 AD & SPECIFIC LOSS \$2,500

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

CERTIFICATE HOLDER IS NAMED AS AN ADDITIONAL INSURED AS RESPECTS THEIR INTEREST IN THE OPERATIONS OF THE NAMED INSURED.

DATE & EVENT: 09/18/11 MONTANA GOVERNORS CUP MARATHON EVENTS
KATE NOVAKOVICH, PO BOX 24, BILLINGS, MT 59102

INSURED CLUB: YELLOWSTONE RIMRUNNERS, ATTN:

CERTIFICATE HOLDER

09/18/11 CITY OF BILLINGS
ATTN: SUSAN WELLBROOK
2224 MONTANA AVENUE
BILLINGS, MT 59101

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

John Lefever/JR



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The marathon course starts in the community of Molt, west of Billings, and is on paved roads the whole way. It follows Molt Road east, with a minor diversion out and back on Buffalo Trail, across the prairie featuring some impressive early morning views.

Just before the half-way mark, there is a downhill run on the "hogsback" that will take runners into Echo Canyon.



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The course route takes runners through the slightly-hilly residential area of the Yellowstone Country Club before turning on to Rimrock Road. At 46th St. W. the course turns south and shortly eastward again through a residential neighborhood until it hooks up with part of the Heritage Trail System for a run through the tunnel under Shiloh Road.



After a turn north for a few blocks, the course heads west along Poly Drive and eventually to Parkhill Drive which leads to Pioneer Park and Daylis Stadium where the finish line is located.

Marathon Sponsors

[Blue Cross Blue
Shield of MT](#)

[EBMS](#)

[Billings Clinic](#)

[Brooks Running](#)

[City Brew Coffee](#)

[Best Western
ClockTower Inn](#)

[Billings Gazette](#)

[Exxon](#)

[Time Out Sports](#)

[Yellowstone
Rimrunners](#)

The course will have water and sport drink stations available every one to three miles starting from mile 3, 5, 6, 9, 12, 15, 18, 20, 21, 22, 23, 24, 25. Portable restrooms will be at the start, 6.5, 13.1, 20 and the finish line. Restrooms are also available before boarding the bus. Our course sponsor PowerAde will be the sports drink available at all water stops. We will have Hammer sport gels, candy and Vaseline along the course.

All marathon walkers must start at 5:00 AM to ensure completion by the course close time. Only those staying at the ClockTower Inn will be transported to the start at 4:30 AM. Others will have to use their own transportation. Local walkers please contact race directors for arrangements. Please note the course closes at 12:30, at which time course volunteers will be released. Water tables may still be up but unattended. Reflective gear must be worn by all walkers in the 5:00 AM start.

Biomet

Hammer Nutrition

Planet 106.7

Wendy's

Community Sponsors

Running Quotes

It is one of the strange ironies of this strange life that those who work the hardest, who subject themselves to the strictest discipline, who give up certain pleasurable things in order to achieve a goal, are the happiest men. When you see 20 or 30 men line up for a distance race in some meet, don't pity them, don't feel sorry for them. Better envy them instead. Brutus Hamilton

Please join us for late packet pickup at the Hospitality Center at the ClockTower Inn, our host hotel for out of town guests. Refreshments and information will be available, as well as late packet pick up, from 5:00 PM to 7:00 PM. Enjoy a pre-race dinner at one of Billings' fabulous downtown eating establishments.

Bus times are 5:30 for the marathon, 6:45 for the Half, and 8:00 for the 10K. All busses leave from Senior High parking lot. Yes, numbers/chips will be at the bus. Park in Senior High parking lot.

Road closures: Molt and Shorey at start of Half, Rangeview and 46th, 38th and Poly by Arrowhead School, 3rd St. and Parkhill all the way down to Grand. Cars dropping off at the start in Molt must depart by 6:45, or wait 30 minutes. **Please don't drop off at Shorey Road at all, you will NOT be allowed to return on Molt Road. You will be directed to head east on Shorey toward the airport.** Poly and 38th will be closed from Rimrock, and 3rd St. West will be closed to Grand for the finish line. Relay teams must show their **OFFICIAL RELAY CAR** in the windshield to be allowed to proceed on Molt Road.

The first 500 runners to pick up numbers at Time Out Sports will receive a free issue of TRAIL RUNNER magazine. Brooks technical shirts to ALL FINISHERS. Age group awards are sponsored by City Brew Coffee Roasters. All entrants will receive a very cool bag. Some plastic bags will be available to drop clothing in, which will be returned to the start line ONLY IF IT IS LEFT ON THE BUS.

Here are the specific directions:

Molt, MT (start)
Follow Molt Rd. to Buffalo Trail
Right on Buffalo Trail
Out and back approximately 1.25 mi on Buffalo Tr.
Right back onto Molt Rd
Stay on Molt Rd.

The Half Marathon starts in this section

Left on 62nd St. W. (go straight to end where it curves right and is paved)
Right on Sam Snead Tr. (follow around club house)
Right on Walter Hagen Dr.
Right on 54th St. W
Left on Rimrock
Right on 46th St. W. (forward to end of road)

The 10K starts in this section

Left on Rangview (this winds a little, keep going with it)
At Dead End cul-de-sac, get on sidewalk
Forward in sidewalk under Shiloh Rd. Follow sidewalk forward
Left at yellow posts
Forward to 38th St. W.

Runners Spotlight



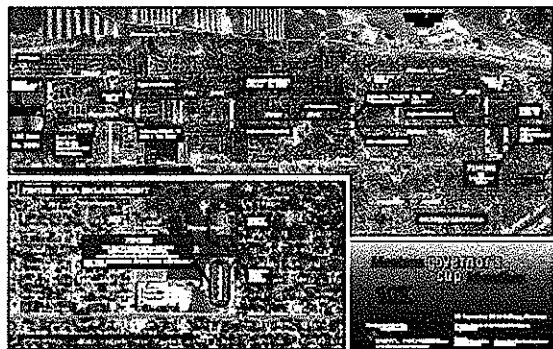
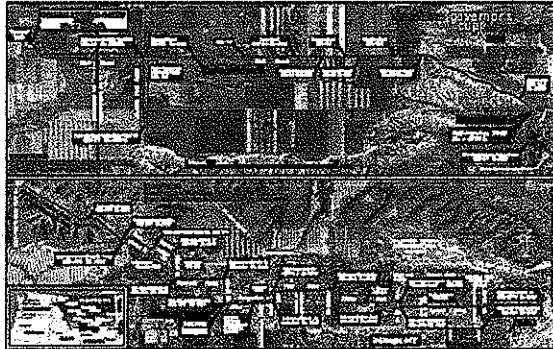
Photos courtesy of MontanaStars

Calendar of Events

September 18, 2011
Race Day

Left on 38th St. W. (cross over to east side of street)
Right on Polio Dr.
Right on Patricia
Left on Colton
Right on 17th St W. (cross the street first using crosswalk
to get on east side of 17th St. W.)
Left on Parkhill
Parkhill to Virginia
Forward through Virginia/Parkhill intersection
Right on 3rd St. W.
Right into Daylis Stadium

Regarding this site, contact
vince@codecooker.com



Maps provided by DOWL HKM Engineering/Bill Johnston

[Click here for a PDF version map of the marathon course.](#) Size is 6 MB

[Click here for a PDF version map of the 10k course.](#) Size is 6 MB

If you have trouble opening the map, try right clicking on the link and saving it for viewing offline.

Runner safety has always been, and will continue to be, a top priority for our event. Please be mindful of the other participants and respect

Regular City Council Meeting

Meeting Date: 08/08/2011

TITLE: Billings Area Bikeway & Trail Master Plan

PRESENTED BY: Candi Beaudry

Department: Planning & Community Services

PROBLEM/ISSUE STATEMENT

On June 13, 2011, Council recommended approval of the Billings Area Bikeway & Trail Master Plan to the Policy Coordinating Committee (PCC). The Policy Coordinating Committee (PCC) at its meeting on June 21 did not approve the Plan due to concerns about the explanation of complete streets principles in the document. Staff has revised the document to try and address these concerns and must bring the Plan back through the recommendation process with the governing bodies before resubmitting it to PCC for consideration. The updates to the document are as follows:

Eliminating Chapter 8 on complete streets in the Plan and moving the description of complete streets principles to the Appendix of the document. Revising the introductory paragraph of the new complete street appendix to read:

"It is the current intention of the City of Billings to develop a Complete Streets Policy. Below are conceptual guidelines that may be used to guide the development of such a policy. Yellowstone County does not intend to adopt a Complete Street Policy at this time, and this appendix shall not be interpreted to be binding on the County in any manner."

The City Council reviewed these changes at its July 18th Work Session. Staff will meet with the Planning Board, County Commission, and Montana Department of Transportation to review these updates. The goal is to ask the PCC to consider the revised Plan at its August 16 meeting.

ALTERNATIVES ANALYZED

The City Council may:

1. Recommend approval of the Billings Area Bikeway and Trail Master Plan to the PCC.
2. Recommend denial of the Billings Area Bikeway and Trail Master Plan to the PCC.
3. Recommend additional amendments to the Billings Area Bikeway and Trail Master Plan be considered by the PCC.

FINANCIAL IMPACT

There should be no direct financial impact from the adoption of the Billings Area Bikeway & Trail Master Plan. The plan will assist with bike and pedestrian planning and the identification of projects throughout the Billings Urban Area that may improve non-motorized access and connectivity in the community. Funding sources for those projects will be identified and approved in the future.

RECOMMENDATION

Staff recommends that the City Council approve the revised Billings Area Bikeway & Trail Master Plan and forward a recommendation of adoption to the PCC for its meeting on August 16.

APPROVED BY CITY ADMINISTRATOR

Attachments

Billings Urban Area Bikeway & Trail Master Plan



2011

Billings Area Bikeway and Trail Master Plan

PREPARED BY:

Alta Planning + Design

PREPARED FOR:

City of Billings/Yellowstone County



Acknowledgments

Project Steering Committee:

Scott Walker	City/County Planning
Lora Mattox	City/ County Planning
Jeff Bollman	BikeNet
Jim Collins	Bicycle and Pedestrian Advisory Committee
Dee Schafnitz	Bicycle and Pedestrian Advisory Committee
Don Vanica	Bicycle and Pedestrian Advisory Committee
Mike Black	Yellowstone County Public Works
Chris Hertz	City of Billings Engineering
Mike Whitaker	Billings Parks, Recreation and Public Lands
Mark Jarvis	Billings Parks, Recreation and Public Lands
John Brewer	Billings Chamber of Commerce

Involved Stakeholders:

Wyeth Friday	City/ County Planning
Candi Beaudry	City/ County Planning
Darlene Tussing	Alternate Transportation Alternatives
James Canigilia	City of Laurel
Laura Holmlund	RiverStone Health
Kathy Aragon	Bicycle and Pedestrian Advisory Committee
Stella Fong	Bicycle and Pedestrian Advisory Committee
Spencer Stone	Billings Bicycle Club
Greg McCall	Chamber Trails Committee

Consultant Team:

Alta Planning + Design, Bozeman MT, in association with **Peaks to Plains Design PC**



Table of Contents

Acknowledgments.....	2
Table of Contents	4
List of Figures	6
List of Tables.....	7
1 Introduction.....	1-1
1.1 Federal Policies.....	1-2
1.2 State and Local Policies	1-2
1.3 Local Partners	1-3
2 Vision, Goals & Objectives.....	2-1
2.1 Draft Vision, Goals, and Objectives	2-1
2.2 Plan Vision.....	2-1
2.3 Goals & Objectives.....	2-2
3 Background Document Review	3-1
3.1 Council Strategic Plan (CSP) or Community Investment Plan.....	3-1
3.2 Bicycle Pedestrian Advisory Committee Review	3-1
3.3 Billings Urban Area Long-Range Transportation Plan (2009).....	3-2
3.4 2008 Growth Policy Update	3-3
3.5 Trails Public Policy.....	3-4
3.6 City of Billings Safe Routes to School Study	3-5
4 Demographic Analysis	4-1
4.1 Billings Area Profile	4-1
4.2 Climate	4-2
4.3 City of Billings' 2009 Citizen Survey.....	4-2
4.4 Trail Counts & Biennial Trail Census	4-3
4.5 Non-Motorized Demand Model.....	4-10
4.6 Bicycle Crash Data	4-14
5 Existing Bikeway and Trail Facilities	5-1
5.1 Existing Multi-Use Trails.....	5-1
5.2 Existing Connector Trails.....	5-7
5.3 Existing Soft Surface Trails	5-8
5.4 Existing On-Street Bikeways.....	5-8

5.5	Existing Programs.....	5-10
6	On-Street Bikeway & Trail Recommendations.....	6-1
6.1	Bikeway Selection Criteria	6-1
6.2	Recommended Bicycle Lanes	6-5
6.3	Bicycle Routes & Bicycle Boulevards.....	6-13
6.4	On-Street Signal Detection and Actuation	6-16
6.5	Multi-Use Trails.....	6-19
6.6	Cycle Zones Analysis	6-31
7	Program and Policy Recommendations	7-1
7.1	Introduction	7-1
7.2	City/County Policy & Procedure Recommendations	7-1
7.3	Recommended Education Programs	7-13
7.4	Recommended Outreach Programs	7-15
7.5	Recommended Evaluation Activities	7-22
8	Implementation	8-1
8.1	Bikeway and Trail Network Prioritization.....	8-1
8.2	Maintenance Costs	8-13
8.3	Bikeway and Trail Funding Sources.....	8-13
	Appendix A – National Best Practices – Goals & Objectives	A-1
	Appendix B – Public Involvement Plan	B-1
	Appendix C – Complete Streets.....	C-1

List of Figures

Figure 4.1 – Population Trends and Projections.....	4-1
Figure 4.2 – Trail Counts	4-5
Figure 4.3 – Trail Census Counts by Location.....	4-8
Figure 4.4 – Trail Census Counts by Year	4-8
Figure 4.5 – Big Ditch Trail Scanner Counts.....	4-10
Figure 4.6 – Bicycle Crashes by Year.....	4-14
Figure 4.7 – Crashes Involving Bicycles, Assessment of Fault	4-15
Figure 4.8 – Effect of Bike Lanes on Bicyclist Behavior	4-16
Figure 4.9 – Crashes Involving Bicycles, Assessment of Motorist Fault	4-17
Figure 5.1 – Billings Paved Multi-Use Trail Development	5-1
Figure 5.2 – Existing Bikeways and Trails in the Billings Area	5-3
Figure 6.1 – Proposed Bikeway and Trail Network	6-3
Figure 6.2 – Typical Bicycle Lane Configurations.....	6-5
Figure 6.3 – Bicycle Lanes Added Through Lane Narrowing	6-7
Figure 6.4 – Road Diet	6-8
Figure 6.5 – Bicycle Lanes Added Through Parking Removal.....	6-9
Figure 6.6 – StreetPlan Outcomes.....	6-11
Figure 6.7 – Typical Bicycle Route Configurations	6-14
Figure 6.8 – Example Elements of a Bicycle Boulevard.....	6-18
Figure 6.9 – Typical Multi-Use Path.....	6-19
Figure 6.10 – Potential Conflict Points Along a Sidepath (AASHTO).....	6-20
Figure 6.11 – Billings Existing Cycle Zone Conditions	6-37
Figure 6.12 – Billings Cycle Zone Potential	6-39
Figure 6.13 – Billings Future Cycle Zone Conditions – Full Build-out	6-41

List of Tables

Table 4.1 – Population Trends and Projections.....	4-1
Table 4.2- Average Temperatures and Precipitation for Billings.....	4-2
Table 4.3 – Responses to Community Characteristics Questions	4-3
Table 4.4 – Summary of Existing Count Practices.....	4-3
Table 4.5- Demand Model Demographic Groups.....	4-11
Table 4.6 – Commute Modeshare by Type of Commuter	4-11
Table 4.7 – Trip Distance by Type of Commuter	4-12
Table 4.8 – Bicycling Statistics in Billings (Non-Recreational).....	4-12
Table 4.9 – Bicycling Statistics in Billings (Social/Recreational).....	4-13
Table 4.10 – Walking Statistics in Billings (Non-Recreational)	4-13
Table 4.11 – Walking Statistics in Billings (Social/Recreational)	4-13
Table 5.1 – Existing Multi-Use Trails in Billings.....	5-2
Table 5.2 – Existing Paved Connector Trails in Billings.....	5-7
Table 5.3 – Existing Soft Surface Trails in Billings.....	5-8
Table 5.4 – Existing Bike Lanes in Billings	5-9
Table 6.1 – Proposed Miles of Bicycle or Trail Facilities by Type.....	6-5
Table 6.2 – Proposed Bicycle Lanes in the Billings Area.....	6-12
Table 6.3 – Proposed Bicycle Routes Within the Billings Area	6-15
Table 6.4 – Proposed Bicycle Boulevards Within the Billings Area.....	6-16
Table 6.5 – Proposed Multi-Use Trails within the Billings Area.....	6-20
Table 6.6 – Proposed Trailhead Locations	6-24
Table 6.7 – CZA Data Measures.....	6-31
Table 6.8 – CZA Factors.....	6-34
Table 6.9 – Summary of CZA Factor Scores	6-35
Table 7.1 – Count Schedule A.....	7-4
Table 7.2 – Count Schedule B.....	7-5
Table 7.3 – Recommended September Count Schedule	7-6
Table 7.4 – On-Street Bike Lane Count Locations.....	7-7
Table 7.5 – Recommended Short-Term Bicycle Parking Requirements	7-8
Table 7.6 – Recommended Long-term Bicycle Parking Requirements	7-9
Table 8.1 – On-Street Bikeway Criteria Scoring and Weight.....	8-4
Table 8.2 – Trail Criteria Scoring and Weight.....	8-5
Table 8.3 – Bike Lane Implementation Matrix.....	8-6
Table 8.4 – Bike Route Implementation Matrix.....	8-9
Table 8.5 – Bicycle Boulevard Implementation Matrix.....	8-10
Table 8.6 – Trail Implementation Matrix.....	8-11
Table 9.7 – Recommended Trail Amenities for Donation	8-20

1 Introduction

Since the first bike plan in 1994, Billings has been making great strides to develop a community that is more bicycle and pedestrian friendly. Billings has received recognition from several groups on the bicycle and pedestrian system. The system as a whole is still young and has lots of room for growth. The Billings Area Bikeway and Trail Master Plan will help lead the area in a direction to continue the success.

In 1994, the first community-wide non-motorized plan, The BikeNet Plan, was adopted. In the ten years following adoption many advances were made for non-motorized travel including the hiring and subsequent contracting of an Alternate Modes Coordinator, implementation of 10 miles of paved trail, and new roadways being striped with bicycle lanes. This plan laid the foundation for the expansion of non-motorized transportation within the Billings area.

In 2004, an update to the BikeNet plan, the Heritage Trail Plan, was adopted. This plan gave update guidelines on where to expand a system of on and off road facilities and gave emphasis on the role of trails not only as functional and recreational systems, but also as an opportunity for interpretive sites to bind historical places and events. Since implementation of this plan, an additional 25 miles of paved trail have been constructed, a Bicycle and Pedestrian Advisory Committee was formed, Billings was declared a Bronze level Bicycle Friendly Community from the League of American Bicyclists, and an identity was given to the trail system. The Heritage Trail Plan became a powerful roadmap for off-street trail development.



The first phase of the Swords Park Trail was built in 2004

This update will stand on the shoulders of the previous plans and place added emphasis on on-street facilities to connect not only trails, but also all destinations that residents may wish to access within the Billings Area. As such, the plan has been named the 'Billings Area Bikeway and Trail Master Plan.' The purpose of this plan is to:

- Prioritize on-street bikeways
- Prioritize key trail connections to add value, not just mileage to the trail network
- Set guidelines to evaluate the plan after adoption
- Increase integration with MET Transit
- Set standards and funding for the maintenance of existing facilities
- Provide recommendations for educating and encouraging bikeway and trail users
- Maintain and increase bikeway and trail law enforcement
- Promote the system as a healthy, safe way of transportation.

If these goals are met, it is achievable for Billings to be a Gold level Bicycle Friendly Community.

1.1 Federal Policies

Bicycle and pedestrian planning started with the Intermodal Surface Transportation Efficiency Act (ISTEA) that was passed in 1991. After this bill, two more transportation bills, Transportation Equity Act for the 21st Century (TEA-21) and Safe, Accountable, Flexible and Efficient Transportation Equity Act of 2003 (SAFETEA) have continued funding for bicycle and pedestrian programs. The latest federal transportation act, The Safe, Accountable, Flexible, Efficient Transportation Equity Act – a Legacy for Users (SAFETEA-LU) was enacted August 2005, as Public Law 109-59. SAFETEA-LU authorizes the Federal surface transportation programs for highways, highway safety, and transit for the 5-year period 2005-2009. Since 2009, extensions of SAFETEA-LU have been passed to maintain funding levels. 2011 brings with it the possibility of a new transportation bill.

One major source for the funding through these federal bills has been the Community Transportation Enhancement Program (CTEP), which is a State of Montana program administered by MDT to distribute Transportation Enhancements funding. These funds require a 13.42 percent local match, but provide a large portion of the funding for projects in Billings that are bicycle and pedestrian related. A majority of the bicycle and pedestrian facilities in the Billings area have been funded through this program. The City currently receives approximately \$600,000 annually from CTEP. Matching funds have historically been provided through the G.O. Bond, BikeNet and other state and local grant sources.

Another source of federal funding that was created during the SAFETEA-LU bill is the Safe Routes to School program. This program gives 100 percent funding to projects that safely allow children to commute to school using active transportation. The Billings area has seen several projects funded by this program, including the Go Play program, and Safe Routes to School Plans for each of the City's elementary schools. Both the CTEP and SRTS programs are administered by the Montana Department of Transportation.

The Federally funded Recreational Trails Program (RTP) has also contributed to the Billings Trail system with over \$200,000 in project funding.

1.2 State and Local Policies

The influx of federal funding has helped the state to develop plans for bicycle and pedestrian facilities. Montana has a statewide bicycle and pedestrian coordinator, as well as a Safe Routes to School coordinator. The state currently has a Context Sensitive Solutions Policy and several cities including Missoula and Bozeman have implemented a Complete Streets policy. Several other communities are studying Complete Streets.

The City of Billings has adopted several policies that have helped to grow the bikeway and trail system throughout the community. The previous BikeNet plan and Heritage Trail Planning efforts created documents that the City used as a guide both for planning bikeway or trail projects and also ensuring other development or major infrastructure projects include bikeway or trail related facilities. The City of Billings, through updates to its typical road sections has created a policy to accommodate bicycle and pedestrian users on all new roadways created or reconstructed in the city with bike lanes to be provided on all new or reconstructed collector and arterial roadways. This has been utilized on Shiloh Road, Aronson Avenue, Rimrock Road, King Avenue (East and West), and Zimmerman Trail. Billings has also held workshops to explore the creation of a Complete Streets policy. A Complete Streets Policy for the City of Billings is discussed further in Appendix C.

1.3 Local Partners

Several groups have been actively involved in the progression of the bicycle and pedestrian system. The City's G.O. Bond has been a primary source of matching funds with approximately \$600,000 made available to bicycle and trail projects.

BikeNet, a 501(c)3 local non-profit group, is responsible for raising over \$200,000 in matching funds to be used to secure federal funding for trails in Billings. The group has been focused on spreading the word of the trail system and hosts the Ales for Trails fundraising and awareness event in the fall. BikeNet has been a major contributor of the local match funds for CTEP trail projects.

The Billings Chamber of Commerce has formed a trails committee to help raise awareness and funding to turn the trail system into a destination for tourists and an attraction for businesses and families looking to relocate to Billings. The committee has around 100 members and has focused on three parts of the trail system: advocacy, sustainability, and connectivity. The Chamber of Commerce has even created a logo for Billings depicting it as 'Montana's Trailhead' that is being widely used throughout the community, including local government.

RiverStone Health in partnership with Billings Clinic and St. Vincent Healthcare have formed the Healthy by Design initiative and have supported bicycle and pedestrian improvements by hosting a Complete Streets workshop. RiverStone Health has also been active in the community by being involved in many of the various bicycle and pedestrian groups and committees.

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2 Vision, Goals & Objectives

The Vision, Goals, and Objectives of the Billings Area Bikeway and Trail Master Plan are principles that will guide the development and implementation of the Billings area bicycle system and trail network for years to come. Goals and objectives direct the way the public improvements are made, where resources are allocated, how programs are operated, and how City/County priorities are determined. This Master Plan will lay out a framework of how to create and expand programs and improvements to increase bicycling and trail use in the Billings area.

These goals should support the vision for the Billings area and describe the most important aspects of the City's programs, priorities and attitudes. A 'best practices' review of goals formulated by other cities is included in Appendix A.

2.1 Draft Vision, Goals, and Objectives

The following vision, goals, objectives and policies have been based on national best practices and from discussions with the Project Steering Committee during review of the 2004 Heritage Trail Plan's "Policies, Goals and Actions."

A vision statement outlines what the city wants to be. It concentrates on the future and is a source of inspiration. Goals help guide the community towards fulfilling that vision. Goals will relate to both existing and newly launched efforts by the City of Billings and Yellowstone County. Objectives are more specific statements under each goal that define how each goal will be achieved. Objectives are measurable and allow tracking and benchmarking systems to demonstrate the extent of the community's progress toward the goals and overall vision. Each objective has a number of implementation measures that can help target efforts toward the achievement of the objective and the related goal.

2.2 Plan Vision

Billings will have one of the most comprehensive bicycle and trail networks in the State of Montana, and will be rated a 'Gold Bicycle Friendly Community' by the League of American Bicyclists by the year 2020.

2.3 Goals & Objectives

The on-street bikeway network and trails system will be implemented through a comprehensive program of activities to address the following areas:

1. Safety & Accessibility
2. Implementation
3. Evaluation
4. Transit Integration
5. Maintenance
6. Education & Encouragement
7. Enforcement
8. Health & Safety

1. Safety & Accessibility

Goal: Improve and prioritize bicycle and pedestrian accommodations within the Billings Urban Area

- Objectives:**
- IA: Implement a continuous network of bike lanes, signed shared bikeways, and bike boulevards that serve all bicycle user groups, including both recreational and utilitarian riders.
 - IB: Implement an accessible network of pedestrian supportive infrastructure, including sidewalks, curb ramps, and trails in high-priority pedestrian areas.
 - IC: Provide a bicycle, pedestrian and trail network that is safe and attractive and meets the needs of all genders, ages and abilities.
 - ID: Evaluate streets for bike facilities based on the recommended projects in this Plan when performing street resurfacing or restriping projects.
 - IE: Include priority bikeway and trail projects within the 5-year Capital Improvement Program.
 - IF: Eliminate gaps in the bicycle network to improve connectivity between destinations.
 - IG: Recommend new private development projects to finance and install bicycle facilities, sidewalks, and multi-use trails where recommended in the Billings Area Bikeway and Trail Master Plan, as part of on-site improvements and off-site mitigation measures as appropriate. Such recommendations should be considered through future updates to the Subdivision Regulations and the Site Development Ordinance.
 - IH: Adopt and adhere to existing and future standards established by manuals including, but not limited to the AASHTO Guide for the Development of Bicycle Facilities, and the Manual of Uniform Traffic Control Devices (MUTCD).
 - II: Reduce the numbers of crashes involving bicyclists and trail users by at least 30 percent.
 - IJ: Increase helmet use among bicyclists, particularly those required by City ordinance who are 16 years of age and under.

2. Implementation

Goal: Adopt local government policies, processes and standards that encourage and enhance walking, bicycling and other trail related activities in the Billings Area

- Objectives:**
- 2A: Adopt and implement the Billings Area Bikeway and Trail Master Plan.
 - 2B: Designate City of Billings/Yellowstone County staff member(s) to be responsible for the coordination of non-motorized transportation.
 - 2C: Expand sources for funding construction and maintenance of trails and bikeways beyond BikeNet, G.O. Bond and Community Transportation Enhancements Program (CTEP).
 - 2D: Create a sustainable, dedicated source of bikeway funding within the annual city and county budget.
 - 2E: Encourage bikeway and trail advocates and other interested citizens to serve on government boards and committees.
 - 2F: Pursue public-private partnerships in the planning and implementation of bikeway and trail projects.
 - 2G: Preserve potential corridors for future use including rail corridors, canals/ditches, utility rights-of-way and natural corridors.
 - 2H: Complete a 26-mile 'marathon' loop trail that would surround the Billings urban area.
 - 2I: Ensure consistency with existing documents such as the Billings Urban Area Long-Range Transportation Plan, the Growth Policy and Safe Routes to School Study and local neighborhood plans as they are updated.

3. Evaluation

Goal: Monitor the implementation of the Billings Area Bikeway and Trail Master Plan

- Objectives:**
- 3A: Continue 'annual trail census' counts.
 - 3B: Begin monitoring on-street bicycle use both on existing bikeways, and as before/after data collection on future on-street bikeways.
 - 3C: Monitor bicycle and pedestrian collision data to seek continuous reduction in bicycle and pedestrian collision rates
 - 3D: Track public opinion about walking and bicycling through surveys such as the National Citizens Survey.

4. Transit Integration

Goal: Integrate bicycling and walking into the MET transit system

- Objectives:**
- 4A: Provide access and bicycle support facilities to transit through the development of bikeways that serve transit stations and transit hubs.
 - 4B: Continue to accommodate bicycles on all transit vehicles.
 - 4C: Provide safe end-of-trip facilities (bike parking, etc) at all transfer stations.
 - 4D: Partner with MET Transit when developing educational and outreach programs.
 - 4E: Integrate bicycle parking into new bus shelters.

5. Maintenance

Goal: Ensure citywide bicycle and trail facilities are clean, safe and accessible

- Objectives:**
- 5A: Incorporate bicycle network repair and maintenance needs into the regular roadway maintenance regime as appropriate, paying particular attention to sweeping and pothole repair on priority bicycle facilities.
 - 5B: Address pedestrian and bicyclist safety during construction and maintenance activities by providing safe, convenient and accessible routes for bicyclists and pedestrians through construction zones
 - 5C: Implement an 'Adopt-a-Trail' or 'Adopt-a-Mile' program as a way to assist the City and County with maintaining trails.
 - 5D: Establish routine maintenance program that encourages citizens to report maintenance issues through the City website that impact bicyclist and trail safety.
 - 5E: Develop funding for maintenance activities that are sufficient to keep both existing and future bikeway and trail facilities in good working order.
 - 5F: Encourage interdepartmental and interjurisdictional cooperation with regard to bikeway and trail maintenance to maximize efficiency.
 - 5G: Adopt the 'Trail Asset Management Plan' provided as part of this Plan.

6. Education and Encouragement Programs

Goal: Implement comprehensive education and encouragement programs targeted at all populations.

- Objectives:**
- 6A: Educate and inform the general public on bicycle and walking safety issues and encourage non-motorized transportation with programs that target pedestrians, bicyclists and motorists.
 - 6B: Install signage along all on-street bikeways and trails to assist with way-finding and to increase awareness of bicyclists and other trail users.
 - 6C: Support Safe Routes to School and other efforts, including educational and incentive programs to encourage more students to bicycle or walk to school, through a partnership with the school districts and other interested parties.
 - 6D: Encourage employers to provide incentives and support facilities for employees that commute by bicycle.
 - 6E: Partner with trail and bicycling advocacy groups, the medical and health community, MET transit, bike shops, businesses, museums and outlying communities on education and encouragement programs.
 - 6F: Promote bicycling and walking through City-sponsored events.
 - 6G: Educate professional drivers (transit drivers, delivery drivers, etc) on bicyclist rights and safe motoring behavior around bicyclists.
 - 6H: Encourage large employers, colleges and universities, activity centers and major transit stops to provide secure bicycle storage facilities and racks and promote their efforts.
 - 6I: Require bicycle parking and other end-of-trip facilities within new commercial development and retrofit public facilities with bicycle parking where it is absent.

7. Enforcement

Goal: Increase enforcement on City/County streets, trails and bikeways

- Objectives:**
- 7A: Increase attention by law enforcement officers to bicycle-related violations by both motorists and bicyclists, and emphasize positive enforcement for safe bicycling behavior by children. Law enforcement officers should be recruited to participate in educational programs in schools.
 - 7B: Increase enforcement efforts to prevent the obstruction of dedicated bikeways and walkways.
 - 7C: Reduce aggressive and/or negligent behavior among drivers, bicyclists and pedestrians.
 - 7D: Ensure that all bicycle or pedestrian collisions are accurately recorded into a collision database for future analysis and monitoring.
 - 7E: Continue volunteer bike patrol on trails.

8. Health & Wellness

Goal: Promote healthy lifestyles and safe trail/bikeway facilities

- Objectives:**
- 8A: Work with Billings' large medical community to develop programs that promote the health and wellness benefits associated with walking and cycling.
 - 8B: Work with Safe Routes to Schools efforts in Billings to encourage healthy walking and bicycling habits from an early age.
 - 8C: Increase activity among Billings' residents through the provision of a comprehensive bikeway and trail network.

3 Background Document Review

The purpose of this review is to provide a summary of the documents that have influenced bicycle/trail infrastructure and policy in Billings. The documents reviewed in this report are:

- Council Strategic Plan
- Bicycle Pedestrian Advisory Committee (BPAC) Review for Council and City
- 2010 Billings Urban Area Long-Range Transportation Update
- 2008 Growth Policy Update
- Trails Public Policy
- City of Billings Safe Routes to School Study

This review will focus on major themes, recommendations, and how they relate to the future of bicycling and trail use in Billings for the Heritage Plan Update.

3.1 Council Strategic Plan (CSP) or Community Investment Plan

Adopted in 2007 and updated in 2010, the Billings City Council/Staff Strategic Plan identifies the goals for the City. The 2010 document much simplified the content presented in 2007. The Plan is divided into six sections:

1. Honest Responsive Government
2. Comprehensive Orderly Growth
3. Transportation Linkages
4. Preservation of Resources
5. Economic Development
6. Involved, United Community

Each of the six sections are organized by its goal and associated priorities.

The goal of the Transportation Linkages section calls for Billings to create a “comprehensive, multi-modal system.” This goal clearly identifies the importance of a multi-modal transportation system in Billings – which includes a bicycle network that encourages people to make trips by bicycle. The priorities within this section that deal with non-motorized travel include:

- Collaboration and celebration of successes
- Multi-modal and “complete streets”
- Enforcement and safety
- Balance of limited resources and priorities
- Multi-use trail development and connectivity.

3.2 Bicycle Pedestrian Advisory Committee Review

In November of 2009, the City of Billings convened its Bicycle and Pedestrian Committee (BPAC) to review “the various aspects of non-motorized travel in the community of Billings and Yellowstone County.” The committee was comprised of the following members; Kathy Aragon (Chair), Jim Collins (Vice-Chair), Don

Vanica, Deidre Schafnitz, Dolores Terpstra, Bill Anderson and Stella Fong. Committee members serve for three-year terms and their primary focus is to advise the city council, mayor, the county commissioners, Planning Board, and all departments and boards of the city and county with regard to non-motorized transportation matters.

The BPAC met with professionals and organizations in Billings, related to bicycle and pedestrian issues. The results of these meetings are six goals for bicycle and pedestrian access and policy in Billings.

1. Signage for both wayfaring and informational or regulatory including Share the Road signage. Signage should be located on high use and prioritized routes within the City and County.
2. Facilitate coordinated community effort to improve and increase the use of bike/pedestrian infrastructure through i.e. hospitals, health organizations, advocacy groups and other civic-minded groups such as Riverstone Health, the Chamber of Commerce, etc.
3. Collect, compile and update baseline data, which should include but not be limited to: number of miles of hard surface trail (on and off street), usage, and injuries.
4. Through the direction and recommendations within the Heritage Trail Plan (Billings Area Bikeway and Trail Master Plan) prioritize connectivity routes within the community.
5. Identify sustainable funding sources to implement the Trail Maintenance Plan.
6. Promote respect on roadways between non-motorized and motorized traffic through educational campaigns such as “Share the Road” and through enforcement.

These goals identify crucial components to a healthy and actively used bicycle trail system (signage, encouragement, evaluation, connectivity, funding and education). The Heritage Trail Plan update (Billings Area Bikeway and Trail Master Plan) will address these goals and prescribe recommendations, programs, and other measures to help Billings achieve these goals.

3.3 Billings Urban Area Long-Range Transportation Plan (2009)

The 2009 update to the Billings Urban Area Long-Range Transportation Plan (BUALRTP) was published May, 2010 by Cambridge Systematics, Inc. The BUALRTP was funded by grants from the Federal Highway Administration, Federal Transit Administration, and the US Department of Transportation. It provides a comprehensive look at all transportation in Billings, including streets, highways, public transit, freight, pedestrian and bicycle facilities.

The BUALRTP provides a brief discussion on the history of bicycle planning in Billings, including BikeNet’s 1994 plan, and the 2004 Heritage Trail Plan. Within the Pedestrian and Bicycle and Pedestrian Facilities section, the BUALRTP divides bicycle issues into the following categories:

- Existing Facilities
- Existing Programs and Policies
- Council Action
- Heritage Trail Plan Recommendations
- Priority Projects



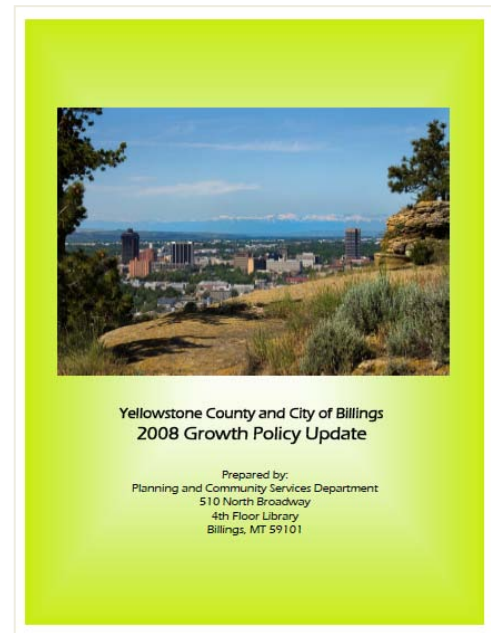
This document serves as a clearinghouse for all Billings transportation related information, and as such is iterative in nature. The bicycle facility descriptions provide an update on accomplishments since the adoption and implementation of the Heritage Trail Plan (now Billings Area Bikeway and Trail Master Plan). Among the highlights of the BUALRTP is the priority projects section. This section breaks down all of the projects identified by the 2004 Heritage Trail plan and ranks them in order of evaluation criteria identified within the plan. Separate prioritization criteria were used for on-street bicycle facilities and off-street multi-use trails. The BUALRTP will be a helpful resource during the development of the Billings Area Bikeway and Trail Master Plan, to assess priority projects and reevaluate where necessary.

3.4 2008 Growth Policy Update

The Yellowstone County and City of Billings 2008 Growth Policy Update (GPU) was prepared by the City of Billings Planning and Community Services Department. As the City of Billings and Yellowstone County continues to grow, the GPU seeks to provide structure and guidance to ensure that growth occurs in a manner that is “consistent with the values of the community.”

The 2008 GPU adopts many of the goals and policies outlined in the 2003 GPU, but with notable changes coming to areas that affect the Heritage Trail Plan (as the result of extensive public input). The Transportation Element of the GPU identifies goals and objectives outline the continued prosperity and growth of bicycling in Billings. Among these objectives are:

- Promote non-motorized transportation modes
- Reduce traffic congestion in Billings
- Provide cost-effective alternative to vehicular travel



Chapter three of the GPU addresses Community Goals and Objectives. One of the community goals is a vision for “additional bicycle facilities throughout the City and County.” In order to support this goal, the three following objectives are identified:

1. Provide needed facilities for recreational and commuter bicyclists
2. Encourage bicycling as a cost-effective healthy alternative to driving
3. Promote safe bike riding options

The GPU addresses the need for education and concerns of unsafe behaviors. To do this, the GPU Community Goals discuss three objectives: to ensure equitable and safe use of public transportation facilities, encourage alternative modes of transportation, and educate users of the responsibilities. Education plays a crucial role in the City’s efforts to promote bicycling, while informing the public of the responsibilities that come with using alternative modes of transportation.

Providing education, encouragement, and engineering (facilities and infrastructure) will be key components of the Heritage Trail Update (Billings Area Bikeway and Trail Master Plan).

The GPU also discusses the existing conditions and trends of the transportation system in the region, both motorized and non-motorized. Bicycling is on the rise in Billings, due to efforts of the alternative modes coordinator, the success of encouragement activities (e.g. Bike to Work Day, National Trails Day, Go Play!), and the implementation of additional trails and a future Complete Streets policy.

3.5 Trails Public Policy

In 2008, the Billings Chamber of Commerce Convention and Visitors Bureau developed its position on bicycle trails in Billings. The Trails Public Policy (TPP) acknowledges the importance of bike trails in providing methods of alternative transportation for its residents, and promoting Billings as “Montana’s Trailhead.”

The Trails Public Policy includes four priority areas, including:

- Connecting trail segments especially the areas surrounding town that would form a 30-mile “Big Loop”
- Developing signage and branding elements at Swords Park that will carry over to the entire trail system
- Adopt-A-Trail Program for maintenance
- Finding public and private solutions to fund new and existing trails.



The Chamber identifies the key aspects necessary for continued growth of the bicycle trail network, maintenance: funding, connectivity and promotion. The Billings Area Bikeway and Trail Master Update will address these important priorities for the trail network and bicycling throughout Billings and Yellowstone County.

In support of the trail network, the Chamber’s TPP focuses on three components: Connections, Funding and Sustainability. Better connections would allow trail users to get to popular destinations without having to leave the trail, and would complete the many segments of trail presently constructed. The TPP also lists its priority areas that would complete the trail network in Billings. In order to achieve these goals, the TPP directs the City to pursue funding for the construction of trails and to keep them maintained with additional amenities like signage, wayfinding where appropriate. The Billings Area Bikeway and Trail Master Update acknowledges the importance of the TPP and will use these principles in the development of the plan.

3.6 City of Billings Safe Routes to School Study

The City of Billings Safe Routes to School Study is a two-part effort of which only the first report was complete at the time of writing. This report covers 11 of the 22 total schools within Billings School District No. 2. This report covers the following schools that were selected due to their lower amounts of existing pedestrian infrastructure:

- Arrowhead Elementary School
- Beartooth Elementary School
- Bench Elementary School
- Bitterroot Elementary School
- Boulder Elementary School
- Eagle Cliffs Elementary School
- Meadowlark Elementary School
- Newman Elementary School
- Poly Drive Elementary School
- Ponderosa Elementary School
- Washington Elementary School



Example plan recommendations from Arrowhead Elementary School

Recommendations were given for each of the “E’s” including Engineering, Education, Encouragement, Enforcement and Evaluation, though the plan focuses mainly on infrastructure (Engineering) recommendations. Each school listed above was analyzed for existing infrastructure and deficiencies within ½ mile of the school. Projects were recommended to address critical sidewalk gaps, intersections, improving sight distances, new trails and bike lanes. Most projects proposed are eligible for State Safe Routes to School Funding (see Chapter 9.3). All bike lane and trail connections recommended are reflected in the Billings Area Bikeway and Trail Master Plan.

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4 Demographic Analysis

This chapter provides a profile of climatic and socio-economic characteristics relevant to bicycle and pedestrian travel for the Billings Area.

4.1 Billings Area Profile

Located in south central Montana, Yellowstone County is Montana's most populous with approximately 150,000 residents according to the 2010 Billings Urban Area Long Range Transportation Plan. Billings, the state's largest city has a population of approximately 105,000 and is a major retail, financial, energy, transportation and medical center. Table 4.1 – Population Trends and Projections shows population trends for the City of Billings and Yellowstone County. It should be noted that this table was created prior to the results of the 2010 census. All numbers are taken from the 2010 Billings Urban Area Long Range Transportation Plan. Figure 4.1 – Population Trends and Projections shows this information graphically.

Table 4.1 – Population Trends and Projections

	1980	1990	2000	2010	2020	2030
<i>City of Billings</i>	66,798	85,073	89,847	106,529	123,631	143,478
<i>Billings Urban Area</i>	91,714	94,724	117,549	140,624	163,200	189,399
<i>Yellowstone County</i>	108,035	113,419	129,352	148,850	165,403	200,479
<i>Billings Percent of County</i>	61.8%	75%	69%	71.8%	71.6%	71.5%
<i>Billings 10-Year Percent Growth</i>	8.5%	27.4%	5.61%	18.5%	16%	16%
<i>County 10-Year Percent Growth</i>	23.7%	5%	14.05%	14.6%	11.1%	11.1%

Source: U.S. Census Bureau and City/County Planning Department (2010 Billings Urban Area Long-Range Transportation Plan)

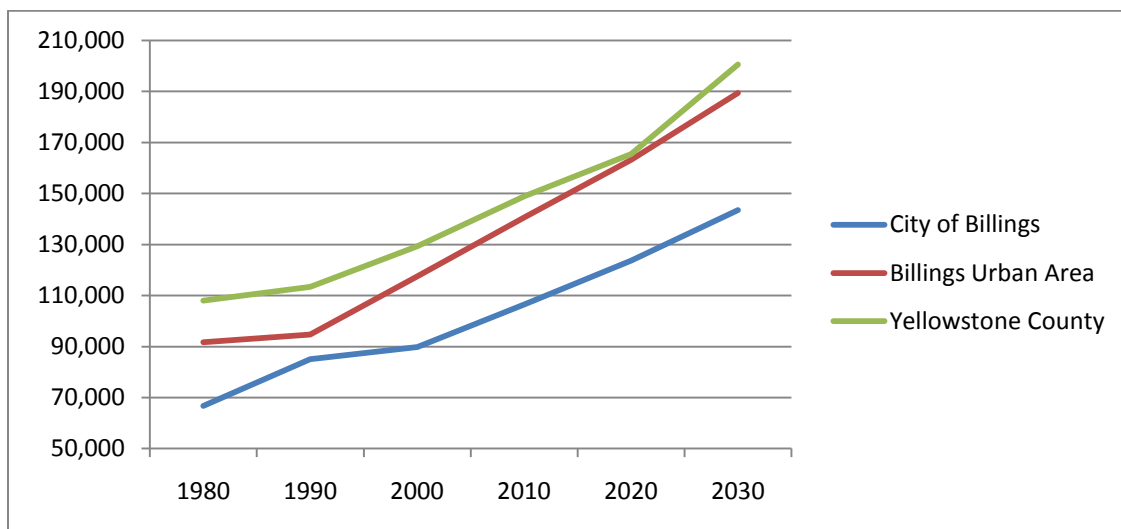


Figure 4.1 – Population Trends and Projections

4.2 Climate

According to the National Climatic Data Center, the average daily low in January is 14 degrees Fahrenheit with an average of 8 days of snowfall.

The average daily high in July is 87 degrees Fahrenheit. The wettest month typically is May with an average of 11 days and 2.57 inches of rainfall. Table 4.2- Average Temperatures and Precipitation for Billings shows detailed average temperatures and precipitation for each month from the National Climatic Data Center. Averages are computed from data recorded during the period of 1961 to 1990. The record highs and lows are through the year 2000.

Table 4.2- Average Temperatures and Precipitation for Billings

<i>Month</i>	<i>Average High</i>	<i>Average Low</i>	<i>Record High</i>	<i>Record Low</i>	<i>Average Precip. (in)</i>	<i>Rain/Snow Days</i>
January	32°	14°	68°	-30°	0.90	8
February	39°	19°	72°	-38°	0.64	7
March	46°	25°	79°	-19°	1.16	9
April	57°	34°	92°	-5°	1.74	10
May	67°	43°	96°	14°	2.57	11
June	78°	52°	105°	32°	1.99	11
July	87°	58°	106°	41°	0.94	7
August	85°	57°	105°	35°	1.01	6
September	72°	47°	103°	22°	1.36	7
October	61°	38°	90°	-7°	1.14	6
November	45°	26°	77°	-22°	0.84	6
December	34°	17°	69°	-32°	0.79	7

4.3 City of Billings' 2009 Citizen Survey

The City of Billings' 2009 Citizen Survey is a nationally standardized survey administered by the National Research Center, Inc. (NRC) and the International City/County Management Association (ICMA). City of Billings staff selected items from a menu of questions about services and community problems. The survey provides statistically valid results of resident opinions about community and services provided by local government.

Question two dealt with 'Community Characteristics' with several of the sub-questions reflecting walking/bicycling and trails. Table 4.3 – Responses to Community Characteristics Questions, summarizes these responses. As can be seen below, an average of about 25% of the community felt that the ease of bicycle travel in Billings was 'Excellent' or 'Good'. Approximately 46% of the community felt that the ease of walking in Billings was 'Excellent' or 'Good', while approximately 40% of the community felt that the availability of paths and trails was 'Excellent' or 'Good'. Also evident from the data is the fact that lower income households seemed to have a higher opinion of the ease of bicycle travel than high income households (35% vs. 16%).

Table 4.3 – Responses to Community Characteristics Questions

	<i>Respondent Age</i>			<i>Gender</i>		<i>Length of Residency</i>			<i>Household Income</i>			
	18-34	35-54	55+	F	M	< 5	6-20	> 20	< \$25k	\$25-\$50 k	\$50 – 100k	\$100k +
Ease of Bicycle Travel	25%	24%	28%	26%	25%	27%	23%	27%	35%	30%	21%	16%
Ease of Walking	46%	47%	46%	44%	50%	51%	42%	48%	51%	56%	39%	46%
Availability of paths and trails	40%	36%	46%	39%	42%	44%	33%	43%	44%	47%	36%	34%

Open ended responses were permitted and many residents chose to leave comments. There were ten comments advocating for increased focus on bicycle and pedestrian facilities, and one against.

4.4 Trail Counts & Biennial Trail Census

Collecting user data is a very important element of a community bicycle and trail program. Through a formal program of collecting user counts, meaningful analysis can take place and provides insight into how the trails and bikeways are being used, what types of users are using them, and if usage is increasing with the growth in the overall non-motorized system. To date, the City of Billings has used two methods to collect trail data, the use of a biennial ‘Trail Census’, and the use of an automated trail scanner that is moved around the city. There is no existing program to collect on-street bikeway users. Figure 4.2 – Trail Counts, displays the locations of the scanner, and Trail Census (Manual) counts, Table 4.4 – Summary of Existing Count Practices provides additional information on each location.

Table 4.4 – Summary of Existing Count Practices

ID	Site	Location	Count Type	Month	Year(s)
01	Kiwanis Trail	on fence post north of Wicks	Scanner Count	July	2008
			Scanner Count	October	2009
01.A	Kiwanis Trail	By Bitterroot School access	Manual Count	May	2003, 2005, 2007, 2009, 2011
02	Two Moon Park Trail	On post entering the park	Scanner Count	July	2008
03	Metrapark Trail	By Two Moon Access Road	Scanner Count	July	2008
			Scanner Count	September	2009

ID	Site	Location	Count Type	Month	Year(s)
03.A	Metra Park	By Frasier Bridge over Alkali Creek	Manual Count	May	2003, 2005, 2007, 2009, 2011
04	Coulson Park	By fishing access on fence post	Scanner Count	October	2009
05	Mystic Park	By Frasier Bridge over Alkali Creek	Scanner Count	June	2009
06	Alkali Creek Road	Pedestrian light by Alkali Creek School	Scanner Count	August	2009
07	Aronson Road	Pull out just north of the Alkali Cr bridge	Scanner Count	August	2009
08	Swords Park Trail	Sign post just east of trailhead where crosses road	Scanner Count	September	2009
08.A	Swords Park	By parking lot	Manual Count	May	2007, 2009, 2011
09	So. Billings Blvd.	North of Newman Elementary	Scanner Count	October	2008
10	Norm's Island	On post after bridge at access to right	Scanner Count	August	2008
10.A	Norm's Island	By Riverfront Park	Manual Count	May	2005, 2007, 2009, 2011
11	Rimrock Road Trail	Post west of 46th St. W.	Scanner Count	June	2009
12	Big Ditch Trail	On sign just east of Larchwood	Scanner Count	April	2008
12.A	Big Ditch Trail	38th St. W, east of Shiloh underpass, in line with Colton Blvd.	Manual Count	May	2005, 2007, 2009, 2011
13	Zimmerman Road	Light pole north of Ave. E	Scanner Count	July	2009
14	Will James Cut	City ROW between Will James & Broadwater	Scanner Count	September	2008
15	Descro Park	On shelter corner towards trail intersection	Scanner Count	July	2009
15.A	Descro Park	By bridge	Manual Count	May	2003, 2005, 2007, 2009, 2011
16	Stewart Park Trail	On fence by water pump	Scanner Count	July	2009
17	Lampman Strip Park	On directional sign where trail goes along road	Scanner Count	September	2009
18	Bannister Drain Trail	Curve Sign south of King by HDR Engineering	Scanner Count	August	2009
19	Midland Trail	Tree by Hilton Garden Hotel	Scanner Count	September	2008, 2009, 2011
20	TransTech	By Stillwater Mining	Scanner Count	September	2008
21	King Ave. W.	3rd light pole east of Meadowbrook(trailer court)	Scanner Count	July	2009

Figure 4.2 – Trail Counts

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4.4.1 Trail Census

The City of Billings has organized a biennial 'Trail Census' to collect data on usage levels and user type split on the trails. The census was first performed in 2003 with data collected every other year through 2011. The effort is largely volunteer based and takes place over a period of 14 hours from 7am to 9pm at five locations on trail facilities around the city. Volunteers record the number of bicyclists, walkers, runners, skaters/scooters, and passengers that use the trail. Repeatability in the day of the week and time of year were goals of the program and have allowed the data collected each census to be used in comparisons. Manual counts were taken on a Thursday during the third week in May and a weekend date following the Thursday count. The weekend count is not quite as comparable as not all sites were inventoried during each census. Figure 4.3 – Trail Census Counts by Location shows the counts by user type for the census locations. Figure 4.4 – Trail Census Counts by Year shows the overall number of users counted for each year. Note: Only the Thursday Census Data was used as the weekend dates were not as complete for comparison purposes. However, when compared to the weekday counts, the weekend counts were usually significantly higher for all user groups with the largest increase in the amount of bicycling. Trail runners seemed to have slightly higher numbers during the week.



Volunteers counting trail users during the Trail Census

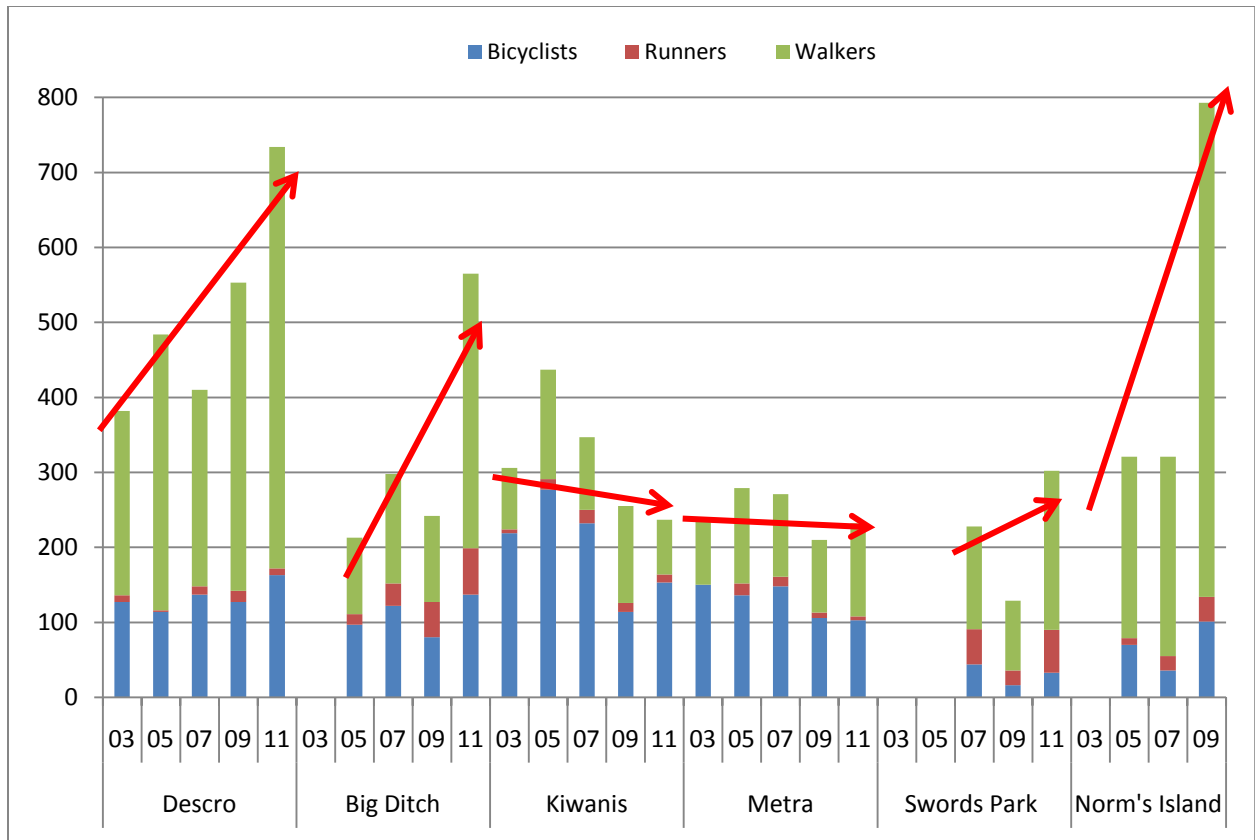


Figure 4.3 – Trail Census Counts by Location

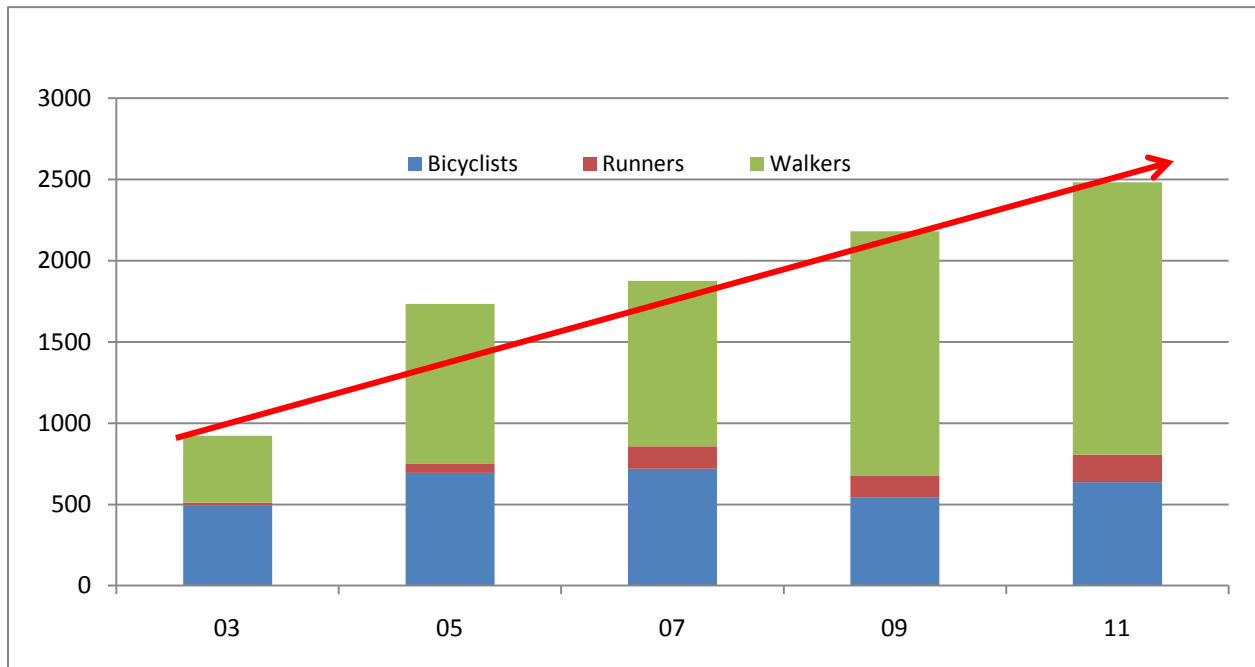


Figure 4.4 – Trail Census Counts by Year

4.4.2 Trail Scanner Counts

Beginning in October 2007, the Alternate Modes Coordinator began using an automated scanner to collect trail user data. The scanner is mounted adjacent to the trail and left in place for a week to collect data. This program has been geographically more ambitious than the biennial Trail Census and covers 22 locations. Unfortunately most locations do not have multiple years of data collected, and if they do, the time of year is not comparable. Below is an example of the scanner location on the Big Ditch Trail in Figure 4.5 – Big Ditch Trail Scanner Counts. It is clear that weekend counts are higher than weekday counts. The user concentration is also more concentrated during the middle of the day with the weekdays having their AM peaks occur earlier in the morning. The impact of the time of year can also be seen with counts in May of 2010 showing concentrations of trail users later in the morning and earlier in the evening due to the shorter daylight and cooler temperatures. Interestingly, the highest trail user count recorded was at 8 P.M. on the weekend in July.



Trail scanner secured to an existing sign

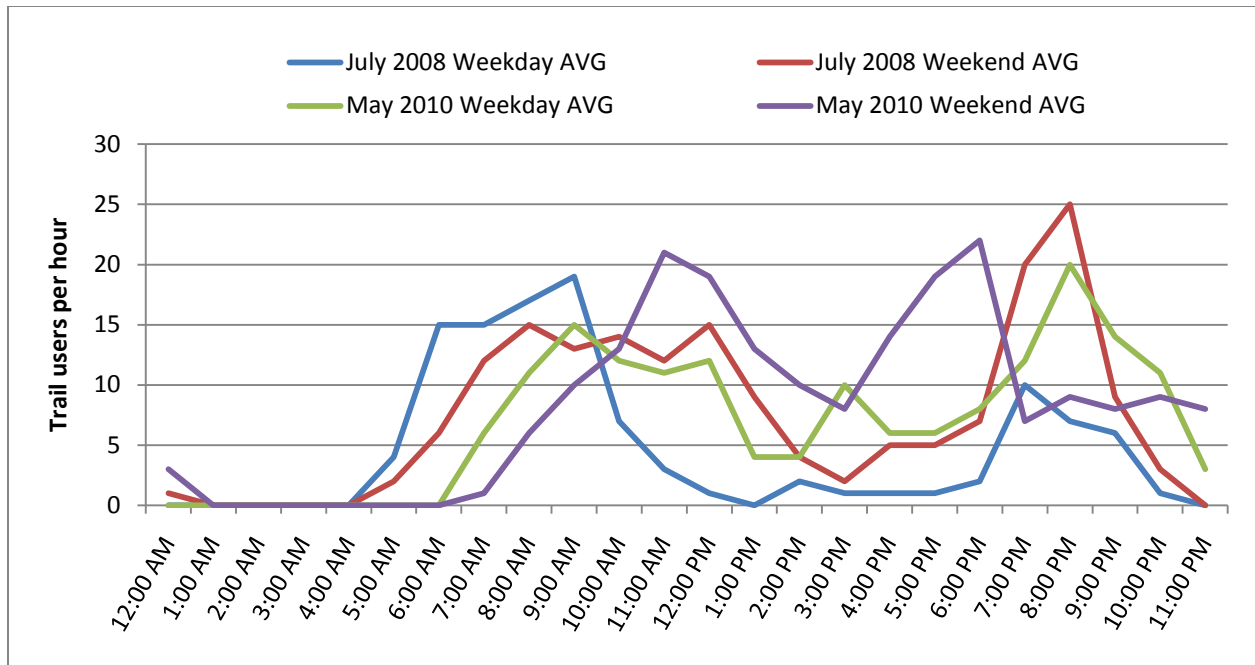


Figure 4.5 – Big Ditch Trail Scanner Counts

4.5 Non-Motorized Demand Model

4.5.1 Purpose

Higher rates of walking and bicycling have numerous community benefits, including improved air quality, better community health resulting from exercise, and reduced household transportation costs. In order to set goals and measure progress towards increased bicycling and walking in Billings, it is essential to first establish a baseline estimate current use.

4.5.2 Demand Estimation

Journey-to-work information collected by the US Census Bureau's American Communities Survey is the most commonly cited measure of transportation mode split, but commute mode share percentages alone cannot paint a complete picture of walking and bicycling in Billings. Using recently released data from the 2009 National Household Travel Survey (NHTS 2009) conducted by the US Department of Transportation, Alta Planning + Design has developed detailed estimates of the number of walking and bicycling trips being made in Billings. By isolating different walking and bicycling user groups (such as workers, school children and college students) and applying trip distance information, it is possible to estimate the total distance Billings residents travel to work or school by walking and bicycling. But not all walking and bicycling trips are commute trips. Trip type multipliers provide an indirect method of estimating the number of walking and bicycling trips made for other reasons, such as shopping and running errands. For example, NHTS 2009 data indicates that for every bicycle work trip, there are slightly more than two utilitarian bicycle trips made. Although these trips cannot be directly attached to a certain group of people (not all of the utilitarian bicycling trips are made by people who bicycle to work) these multipliers allow a high percentage of the community's walking and bicycling activity to be captured in an annual estimate.

4.5.3 Disclaimer

As with any modeling projection, the accuracy of the result is dependent on the accuracy of the input data and other assumptions. Effort was made to collect the best data possible for input to the model, but in many cases national data was used where local data points were unavailable. Examples of information that could improve the accuracy of this exercise include the detailed results of local Safe Routes to Schools parent and student surveys, a regional household travel survey, and a student travel survey of students at MSU Billings and Rocky Mountain College.

4.5.4 Model Output

From Tables 4.5-4.11 below the estimated number of daily non-recreational bicyclists and pedestrians within the Billings urban area can be calculated. From the calculations it is estimated that approximately 850 bicyclists ride on Billings' roadways and trails daily for non-recreational purposes. These bicyclists account for approximately 1,500 daily trips and ride a total of 3,300 daily miles. It is estimated that a further 3,100 daily bicycle trips are made for social/recreational reasons bringing the total number of daily bicycle trips up to approximately 4,600. Many more walking trips are typically made when compared to bicycling trips. It is estimated that nearly 4,600 pedestrians make 12,000 trips non-recreational trips daily, accounting for approximately 7,000 miles walked. An estimated additional 12,000 walking trips are made daily for social/recreational purposes totaling 10,500 miles. The total number of daily walking trips is estimated at 24,000.

Table 4.5- Demand Model Demographic Groups

Demographic Groups	Figure	Note
Billings Population	98,465	ACS 2006-2008
Employed population	50,337	ACS 2006-2008
College student population	6,131	ACS 2006-2008
School children population, K-12	13,769	ACS 2006-2008

Table 4.6 – Commute Modeshare by Type of Commuter

Commute Modeshare	Note	
Employed		
Bike	0.67%	ACS 2006-2008
Walk	2.83%	ACS 2006-2008
K-12		
Bike	0.67%	NHTS 2009, respondent ages 5-18
Walk	10.57%	NHTS 2009, respondent ages 5-18
College		
Bike	0.67%	Data not available online from MSUB
Walk	2.83%	Assume same modeshare as employed journey to work, ACS 2006-2008

Table 4.7 – Trip Distance by Type of Commuter

<i>Trip Distances</i>	<i>Figure</i>	<i>Unit</i>	<i>Note</i>
Bicycle Trip Distance			
Commute	3.06	Miles	NHTS 2009
College	1.52	Miles	NHTS 2009
Utilitarian	1.80	Miles	NHTS 2009
School (children)	0.80	Miles	NHTS 2009
Walking Trip Distance			
Commute	0.73	Miles	NHTS 2009
College	0.58	Miles	NHTS 2009
Utilitarian	0.75	Miles	NHTS 2009
School (children)	0.39	Miles	NHTS 2009
Utilitarian Trip Multiplier			
Bicycle	2.19	Ratio	NHTS 2009
Pedestrian	4.92	Ratio	NHTS 2009
Social/Recreational Trip Multiplier			
Bicycle	6.45	Ratio	NHTS 2009
Pedestrian	5.90	Ratio	NHTS 2009

Table 4.8 – Bicycling Statistics in Billings (Non-Recreational)

<i>Utility Bicycling Statistics</i>	
Bicycle Commute Trips	
Bicycle commuters	337
Weekday bicycle trips	674
Weekday miles bicycled	2,062
Bicycle School Trips	
K-12 bicycle commuters	93
Weekday K-12 bicycle trips	185
Weekday miles bicycled	81
Bicycle College Trips	
College bicycle commuters	41
Weekday college bicycle trips	82
Weekday miles bicycled	125
Utilitarian Bicycle Trips	
Adult bicycle commuters	378
Daily utilitarian trips	592
Daily miles bicycled	1,063
Total Daily Weekday Bicycle Commuters	849
Total Daily Weekday Bicycle Trips	1,533
Total Daily Miles Bicycled	3,331

Table 4.9 – Bicycling Statistics in Billings (Social/Recreational)

<i>Social/Recreational Bicycling Statistics</i>		
Social/Recreational Bicycle Trips		
	Daily social/recreational trips	3,104
	Daily miles bicycled	7,262

Table 4.10 – Walking Statistics in Billings (Non-Recreational)

<i>Utility Walking Statistics</i>		
Walk Commute Trips		
	Walk commuters	1,426
	Weekday walk trips	2,852
	Weekday miles walked	2,082
Walk School Trips		
	K-12 walk commuters	1,456
	Weekday K-12 walk trips	2,912
	Weekday miles walked	621
Walk College Trips		
	College walk commuters	174
	Weekday college walk trips	347
	Weekday miles walked	201
Utilitarian Walking Trips		
	Adult walking commuters	1,600
	Daily utilitarian trips	5,623
	Daily miles walked	4,199
Total Daily Walking Commuters		4,655
Total Weekday Walking Trips		11,734
Total Daily Miles Walked		7,103

Table 4.11 – Walking Statistics in Billings (Social/Recreational)

<i>Social/Recreational Walking Statistics</i>		
Social/Recreational Walking Trips		
	Daily social/recreational trips	12,025
	Daily miles walked	10,582

4.6 Bicycle Crash Data

Crash data was collected from MDT covering the years from 1997 to 2009 for crashes involving bicycles on Billings area roadways. Data sets were made available for Yellowstone County and the City of Billings. The formatting of the raw data was complicated and performing special analysis of crash locations was not possible. Figure 4.7 – Crashes Involving Bicycles, Assessment of Fault shows the overall number of bicycle crashes by year for injury and non-injury crashes. Experience has shown that bicycle crashes are typically under reported with many collisions not being recorded through a police report. As such, the data below should not be considered as comprehensive, but it can be useful for tracking crashes that have been reported. According to a study done by the Montana Livable Places Campaign, the number of injury crashes involving bicyclists and pedestrians are significantly under-reported. Because they are not required to file insurance claims, crashes involving bicyclists commonly go unreported. The effect is most notable when comparing emergency room data to the data contained in police records. Records may also be influenced by the reporting policies of the Billings Police Department. For a part of the study period the department had a policy of not encouraging officers to report on crashes that did not have injury or drivers under the influence.

As shown in Figure 4.6 – Bicycle Crashes by Year, the number of reported crashes involving a bicycle fluctuated by year fairly significantly, the overall trend did not change much from 1998 to 2006. The period of 2007 to 2009 represents the lowest number of reported crashes in the last 11 years. There is no data available for crashes along the trail system.

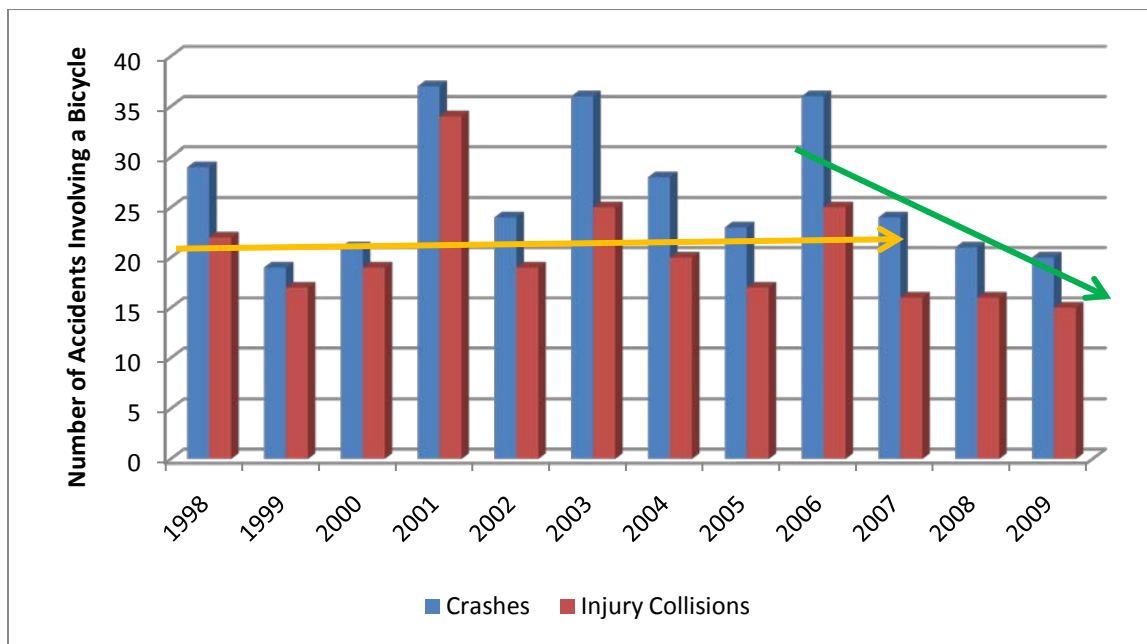


Figure 4.6 – Bicycle Crashes by Year

Figures 4.7 & 4.8 explore crashes involving bicycles in Billings. Based on available crash data, fully 62 percent of crashes involving a bicycle and a motor vehicle were the fault of the bicyclist, with 38 percent being the fault of the motor vehicle. Figure 4.7 – Crashes Involving Bicycles, Assessment of Fault examines the various

causes of crashes. Major findings show that a significant portion of all crashes are caused by factors that bicyclists can control. The most hazardous behaviors of bicyclists in Billings are:

- Inattentive Riding (17%)
- Failure to Yield (11%)
- Disregarding Traffic Signs (7%)
- Wrong Way Riding (6%)

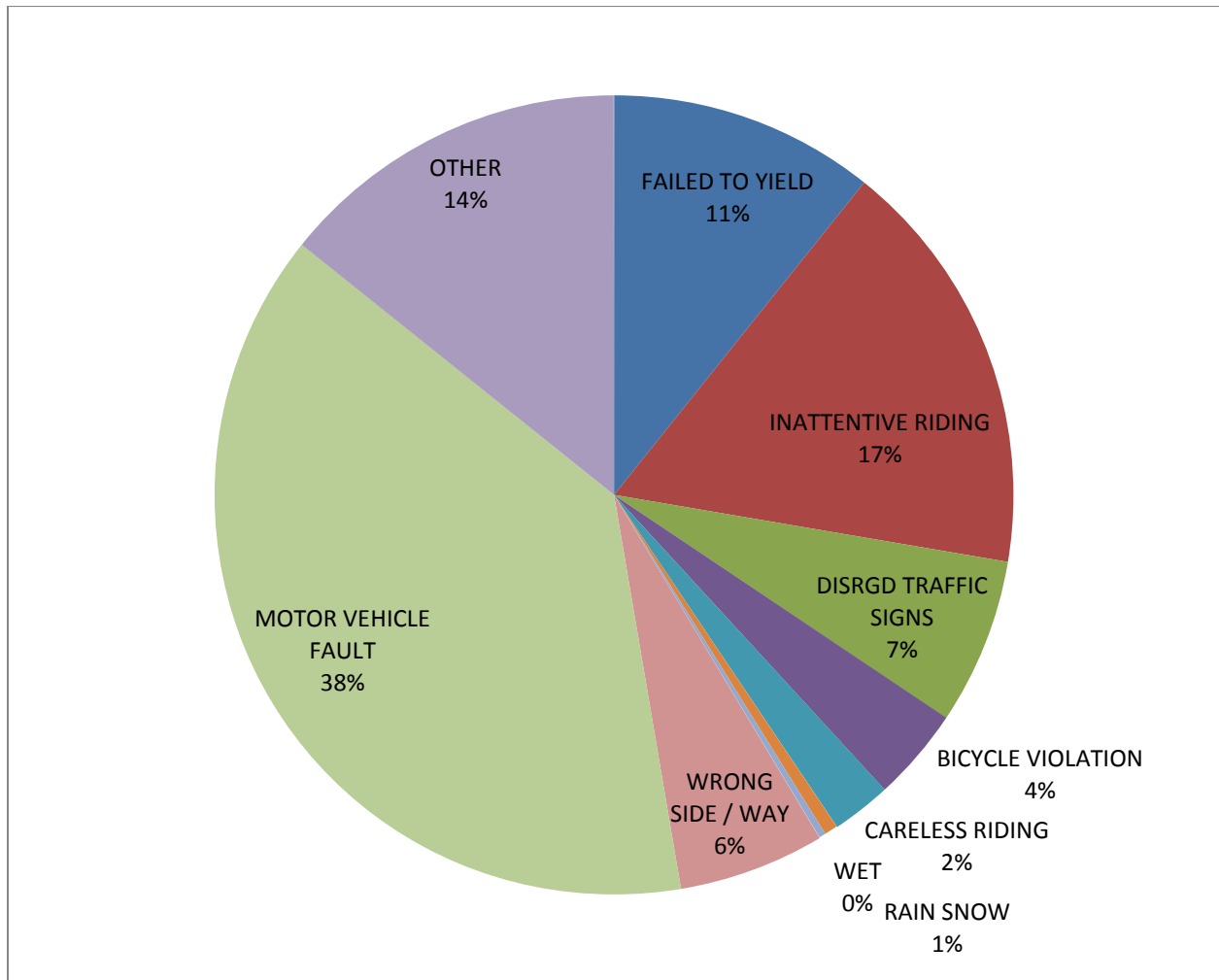


Figure 4.7 – Crashes Involving Bicycles, Assessment of Fault

These data typify the need for greater bicyclist education and improved on-street bicycle facilities, both of which could have an effect on reducing future crash rates. Bicycle safety/education campaigns can be helpful at reaching large audiences, while specialized classes and programs exist to target a specific demographic of bicyclists. According to an Oregon study, the greater existence of on-street bicycle facilities has shown to greatly improve bicyclist riding behavior as demonstrated by Figure 4.8 – Effect of Bike Lanes on Bicyclist Behavior.

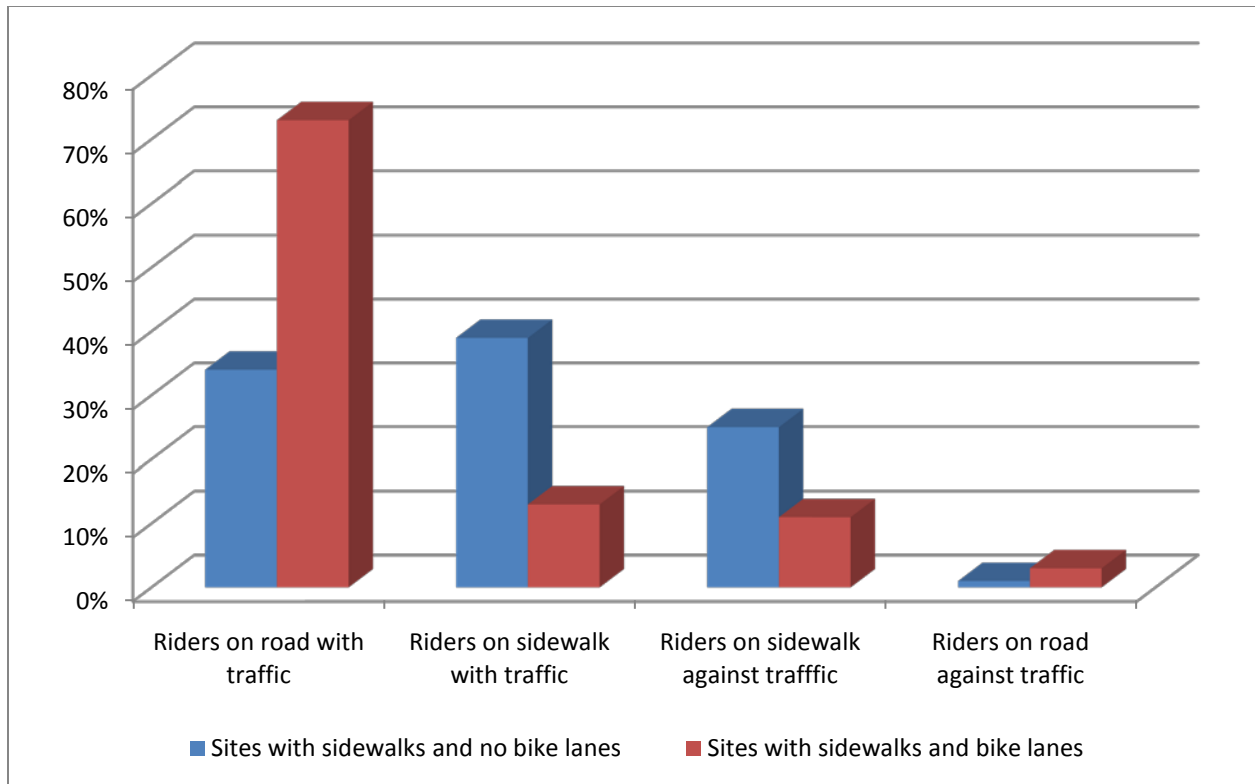


Figure 4.8 – Effect of Bike Lanes on Bicyclist Behavior

Figure 4.7 – Crashes Involving Bicycles, Assessment of Fault identifies 38 percent of crashes where the motor vehicle is at fault. Of this 38 percent, Figure 4.9 – Crashes Involving Bicycles, Assessment of Motorist Fault breaks down the various causes for motor vehicle fault. The two most common causes where a motor vehicle is at fault are Failure to Yield (33%) and Inattentive Driving (28%). Failing to yield may be attributed to a lack of knowledge concerning a bicyclist's right to operate in the roadway, and where to expect to encounter a bicyclist. To confront these issues, many cities have implemented education campaigns with public service announcements and added on-street bicycle facilities to all arterial and collector roadways. The educational and encouragement campaigns serve simultaneously educate and promote the use of roads for all users. Inattentive riding can be addressed with education, but also enforcement measures. In 2010 Billings City Council banned talking and texting without the use of a hands free device. The ban went in to effect at the end of October and violators will be cited with a \$110 fine per offense.

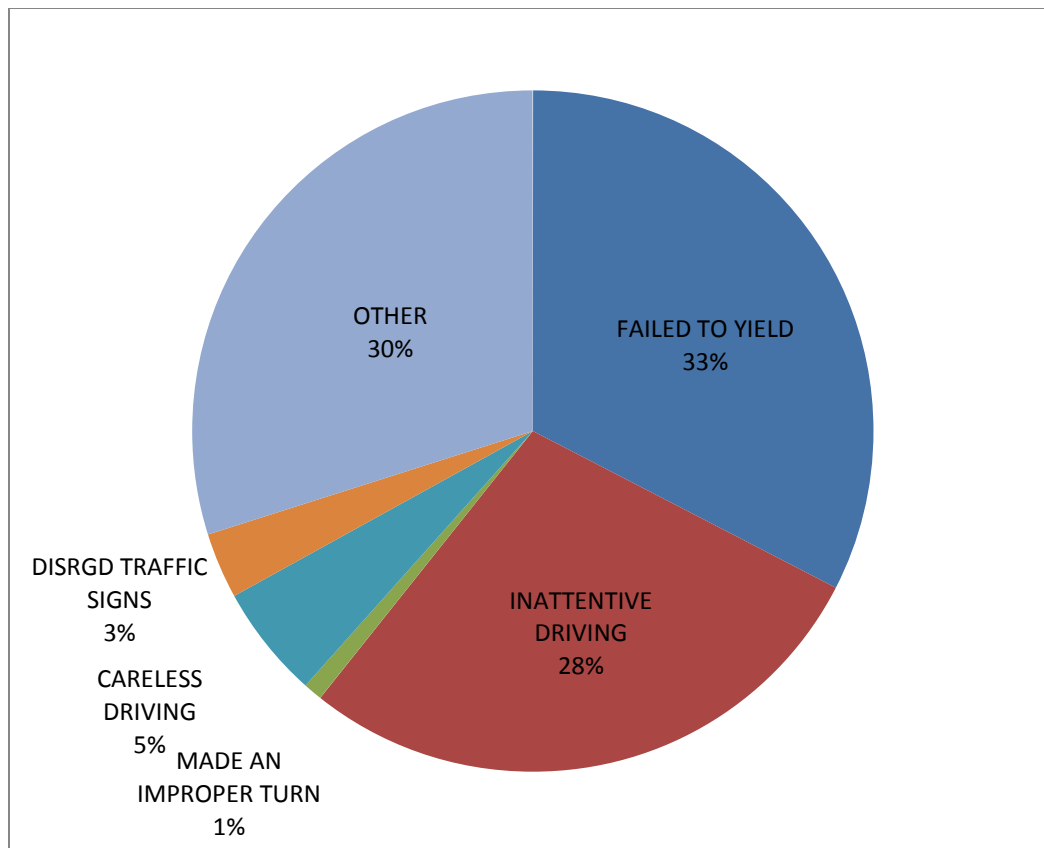


Figure 4.9 – Crashes Involving Bicycles, Assessment of Motorist Fault

5 Existing Bikeway and Trail Facilities

This Chapter summarizes the existing on-street bikeway and trail facilities in the Billings area. Existing bicycle or trail related programs and activities are also included. A map of existing on-street bikeway and trail facilities in Billings can be found in Figure 5.2 – Existing Bikeways and Trails in the Billings Area.

5.1 Existing Multi-Use Trails

Since 1994, Billings has added over 35 miles of multi-use trails, with 25 of those miles coming since 2004. These trails have been identified through both the previous BikeNet Plan and the 2004 Heritage Trail Plan. The current network has taken advantage of new developments, existing right-of-ways, and reconstruction of major roadways. Figure 5.1 – Billings Paved Multi-Use Trail Development displays the rapid rate of growth over the past decade. Table 5.1 – Existing Multi-Use Trails in Billings lists the existing paved multi-use trail network by segment, length and the year of construction.

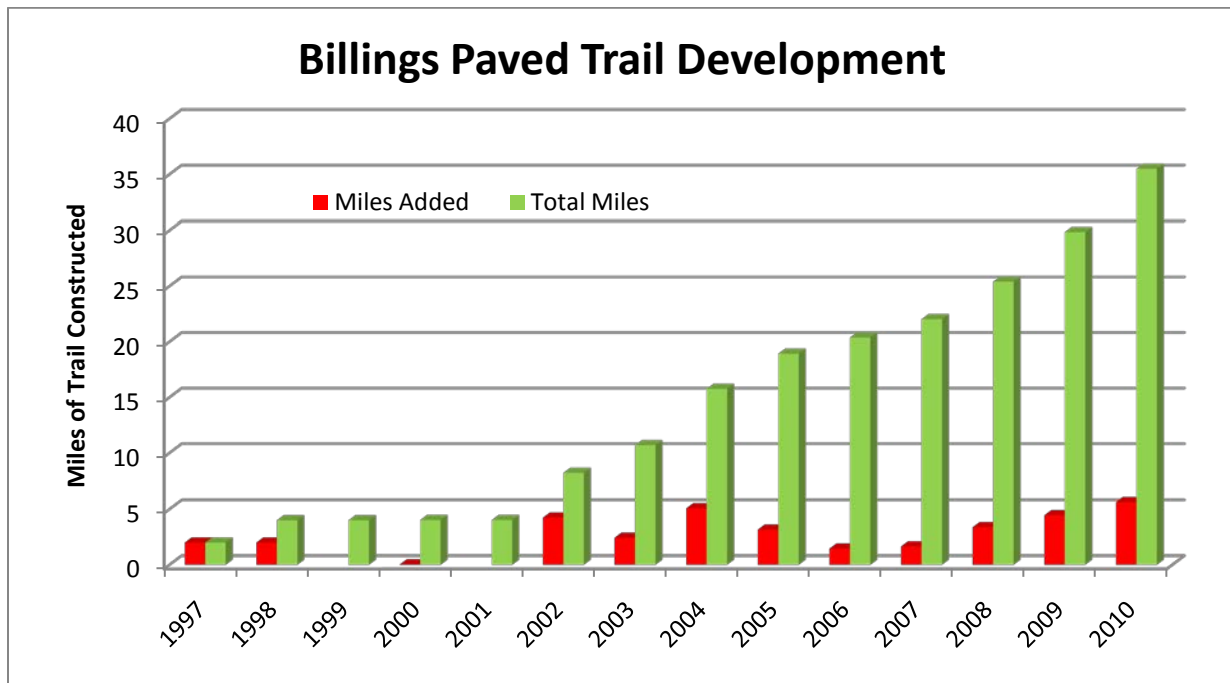


Figure 5.1 – Billings Paved Multi-Use Trail Development

Table 5.1 – Existing Multi-Use Trails in Billings

<i>Trail Name</i>	<i>Length (feet)</i>	<i>Length (mi)</i>	<i>Year Constructed</i>
24TH Street Connector	3,991	0.76	2003
Alkali Creek Rd Trail	9,571	1.81	2004 & 2010
Aronson Ave Trail	2,985	0.57	2008
BBWA Canal Trail	10,073	1.91	2003 & 2009
BBWA Canal Trail Connector	1,324	0.25	2009
BBWA Canal-Transtech Trail	4,446	0.84	2005 & 2006
Big Ditch Trail	5,658	1.07	2005 & 2006
Big Ditch Trail Connector	726	0.14	2006
Big Ditch Trail-Shiloh Underpass	95	0.02	2000
Cove Ditch Trail	996	0.19	2006 & 2007
Earl Guss Park Trail	1,270	0.24	2010
Emma Jean Heights	1,029	0.19	2008
Hawthorne Ln Connector	1,257	0.24	2002
Highway 3 Trail	2,105	0.40	2009
Ironwood Subdivision Trails	12,240	2.32	2005 & 2006
Jim Dutcher Trail	31,682	6.00	1998 & 2002
Josephine Crossing Trail	1,272	0.24	2006
King Ave E Trail	10,433	1.98	2008
Kings Green Trail	950	0.18	2007
Kiwanis Trail	10,270	1.95	1997
Lake Elmo	2,525	0.48	2010
Pioneer Park	1,622	0.31	
Rehberg Estates	6,211	1.18	2003
Rimrock Rd Trail	8,741	1.66	2009
Riverfront Park Trail	3,363	0.64	
S Billings Blvd Trail	3,597	0.68	2004
Shiloh Rd Trail	24,359	4.61	2010
Swords Park	15,298	2.90	2004 & 2011
Swords Park Connector	2,261	0.43	2009
Zimmerman Trail	6,770	1.28	2007
Total Miles of Multi-Use Trails		35.44	

5.1.1 Notable trails in Billings

Over the last decade the Billings trail network has matured to the point where there are several key trails that serve as destinations for its residents. The following are the major trail segments (2 miles or more) that are existing in Billings.

Figure 5.2 – Existing Bikeways and Trails in the Billings Area

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Swords Park Trail (2 Miles)

The Swords Park Trail is the signature trail of the Billings trail system. This trail is situated on the top of the rimrocks east of the airport and offers a great view of the city. This trail is a 10 foot wide asphalt trail. Connections will be made in 2011 to trails and underpasses created as part of Airport Road reconstruction.



Swords Park Trail

Kiwanis, Metra, and Coulson Trails (6.5 Miles)

This trail combines three projects that starts in the northern part of the Billings Bench neighborhood and ends at Mystic Park on the south-east part of Billings. This trail serves as the longest segment of trail currently in Billings. This trail is connected to a trail constructed as part of the Aronson Road project and Airport Road project with an underpass on Main Street. This trail is a 10 foot wide concrete trail.



Trail through Mystic Park

Descro, Stewart Park, Lampman, Famous Dave's, Bannister Drain Trail (4.2 Miles)

These trails were combined to create the second largest segment of trails in Billings. The trail starts at Broadwater Avenue and ends at 24th Street West just south of King Avenue West. This trail provides a connection from residential neighborhoods to the mall and other retail areas on King Avenue. This trail is a 10 foot wide concrete trail with three at-grade street crossings.



Descro Park Trail

Rimrock Road, Shiloh Road, and King Avenue West Trails (6.75 Miles)

The Shiloh and Rimrock Road reconstruction projects included the creation of a 10 foot wide asphalt multi-use trail to be constructed on one side of the roadway. These three projects have created a trail that stretches from the north side of Billings to the south side on the far west side of town. This trail connects residential properties with the College of Technology, ZooMontana and commercial developments at Grand and King Avenues and Zoo Drive.



Rimrock Road Trail

5.2 Existing Connector Trails

In addition to over 35 miles of paved multi-use trails, Billings also has over 8 miles of ‘Connector’ trails. These trails are also paved, but are not considered wide enough for comfortable passing of multiple user groups (defined as 8 feet in width or greater). These trails complement the network of multi-use trails and are useful for connections by a variety of users. Table 5.2 – Existing Paved Connector Trails in Billings summarizes these trails.

Table 5.2 – Existing Paved Connector Trails in Billings

Connector Trail Name	Length (feet)	Length (miles)
Alkali Creek Rd Trail	2,055	0.39
Big Ditch Trail Connector	395	0.07
King Ave E Trail	4,063	0.77
Kiwanis Trail Connector	283	0.05
Lillis Park-BBWA	4,775	0.90
Lillis Park-BBWA Connector	550	0.10
Olympic & Heritage Sub Trails	28,246	5.35
Transtech Center	2,236	0.42
Total Miles of Neighborhood Trails		8.07



Connector Trail in Billings

5.3 Existing Soft Surface Trails

Billings also enjoys nearly ten miles of unpaved soft surface trails. These trails provide an important variety of experiences for recreational use, but they can also be utilized as commuter routes for some individuals. Table 5.3 – Existing Soft Surface Trails in Billings summarizes these soft surface trails.

Table 5.3 – Existing Soft Surface Trails in Billings

Soft Surface Trail Name	Length (feet)	Length (miles)
CEC Trail	4,266	0.81
Jim Dutcher Trail	6,098	1.15
Josephine Crossing Trail Connector	534	0.10
Lake Elmo	5,211	0.99
Norms Island	12,109	2.29
Norms Island Bridge	136	0.03
Riverfront Park Trail	4,046	0.77
Two Moon Park	17,879	3.39
Total Miles of Soft Surface Trails		9.52



Soft Surface Trail in Billings

5.4 Existing On-Street Bikeways

According to AASHTO's Guide for the Development of Bicycle Facilities (1999), there are several types of "bikeways." Bikeways are distinguished as preferential roadways accommodating bicycle travel. Accommodation can take the form of bicycle route designation or bicycle lane striping. The existing topography and built environment in Billings are generally supportive to walking and bicycling with generally flat routes and wide streets laid out on a grid system. These existing conditions provide a solid foundation from which to improve the on-street bikeway network.

Currently in Billings, all designated on-street bike lanes take the form of bicycle lanes. Bike lanes are a marked space along the length of a roadway for exclusive use of cyclists. Bike lanes create a visual separation between bicycle and automobile facilities, thereby increasing bicyclist's comfort and confidence. Bike lanes are typically used on major through streets with average daily traffic (ADT) counts of 3,000 or higher and should

be one-way facilities that carry bicycle traffic in the same direction as motor vehicle traffic. Table 5.4 – Existing Bike Lanes in Billings summarizes the existing roadway in Billings with bicycle lanes.

Table 5.4 – Existing Bike Lanes in Billings

<i>Street</i>	<i>From</i>	<i>To</i>	<i>Length (feet)</i>	<i>Length (miles)</i>
38TH ST W	Fairmeadow Court	Grand Avenue	2,414	0.46
Aronson Ave	E. Alkali Creek Road	West Hilltop Road	6,346	1.20
High Sierra Blvd	Matador Avenue	Siesta Avenue	1,234	0.23
Lake Hills Drive	Wicks Lane	End of road (north)	4,591	0.87
Rimrock Road	Virginia Lane	17th Street West	7,984	1.51
Monad Road	Lampman Trail	Stewart Park Trail	880	0.17
Pemberton Lane	Highway 10	Lake Elmo Drive	2,007	0.38
S 25th St	1st Avenue South	7th Avenue South	2,652	0.50
Senators Blvd	Governors Boulevard	Alkali Creek Road	2,638	0.50
6th Avenue South	South 27th Street	South 34th Street	2,565	0.49
South 28th Street	2nd Avenue South	11th Avenue South	3,421	0.65
North 30th Street	6th Avenue North	Grandview Boulevard	3,737	0.71
Briarwood Boulevard	Blue Creek Road	Cardiff Road	6,273	1.19
Nutter Boulevard	Hilltop Road	Tam O'Shanter Road	6,300	1.19
Poly Drive	13th Street West	32nd Street West	12,010	2.27
Total Miles of Bike Lanes				12.32

Billings has recently begun to place increasing effort to the development of the City's on-street network. A total of three miles of bike lane were provided between 1994 and 2004. From 2004 through 2009 a further 2.5 miles were provided, while 2010 has seen a further 6 miles of bike lanes implemented. Bike lanes not only provide important 'commuter routes' for non-recreational trips, but they can link neighborhoods to the City's trails making the entire trail system more accessible to residents.



Existing Bike Lane on Rimrock Road

5.5 Existing Programs

5.5.1 Education Programs

Bicycle education is one of the key elements to have a successful bicycle system. It is one of the major criteria used to rank bicycle friendly communities and is also a key element in the Safe Routes to School program. Education is not only teaching people to ride lawfully and safely, but also educates about the existing facilities and the benefits of having them.

Bicycle Education Courses

Education courses have been hosted in the Billings area since 2009. The courses that have been conducted include the League of American Bicyclists curriculum, in which Billings has two certified instructors, and the International Police Mountain Bike Association curriculum, which trains police officers. These classes cover the laws pertaining to bicycles, defensive riding techniques, and safely riding with traffic. Classes have been offered to the public through BikeNet and through the Billings Recreation courses. There has been little attendance in these courses because many people believe they know how to ride a bicycle. However, experienced riders that have participated in the courses state they have learned from these courses and feel safer riding in Billings.

Safe Routes to School

Several of the Billings area schools have established Safe Routes to School programs. This program uses education, encouragement, engineering and enforcement to help children commute to school using active modes of transportation. Because education is the main purpose of the school system, it is a highly important piece of the Safe Routes to School program. One example of a local education strategy is the Lockwood School District who hosted a course for physical education teachers to learn how to teach bicycle safety as part of the curriculum. Contact your local school for a copy of their Safe Route to School educational strategies.



Family on Bike and Walk to School Day

Public Service Announcements

To help educate the public that may not be interested in taking an education course, BikeNet, a local advocacy group, sponsored video PSA's to air on the local television stations. The PSA's were commercials not more than two minutes in length that made people aware of sharing the roadway with bicyclists. Another set of PSA's that have run are part of the "Go Play" campaign. This campaign included billboards, newspaper advertisements, website, video and audio commercials. The "Go Play" campaign was originally funded through a Safe Routes to School grant and private sponsorship. The campaign was created by marketing students at Montana State University- Billings. They created PSA's that talked about the benefits of trail system, both health and economically.

Go Play and Heritage Trail Maps

There are two maps for the Billings area that show the trail system, the “Go Play” maps and the “Heritage Trail” maps. The “Go Play” maps show just the trails and bike lanes as part of the bicycle system, where the Heritage Trail maps also show bikeways. Both maps highlight park lands and points of interest, with the Heritage Trail maps going into more detail. These maps are to educate users of where you can ride and encourage them to utilize the system.

5.5.2 Encouragement Programs

The famous saying, “If you build it, they will come” is somewhat truthful. More accurately, “If you build it, and tell people about it, they will come.” Yet, to increase usage of the existing facilities, encouragement strategies are needed. In Billings, statistics show that with the increased usage of the trail system, there have been fewer bicycle crashes per user. Other added benefits include reduced traffic congestion, a healthier community, and economic benefits. There have been several successful encouragement events that have been conducted in the Billings area that have added awareness to the trail system, with few concentrating on encouraging on-street bicycle use.

Bike, Walk, Bus Week

Billings for many years has hosted Bike, Walk, Bus Week that falls in coordination with National Bike to Work week. This week encourages people to use alternate modes of transportation to commute to work. The highlight of the week has been the Sneaker, Spokes and Sparkplugs challenge. This is a race between a person walking, biking and driving a car to complete several errands in Downtown Billings. The basis of this challenge is to create awareness that the active transportation methods can be faster than using a car in Downtown Billings.



Trail Trek Participants in 2009

Trail Trek

Every spring, Trail Trek is a joint event hosted by the City of Billings and BikeNet that encourages people to ride together on the trail system and enjoy live music and entertainment along the way. The event is open to all ages and riding as a family is encouraged. This event aims to create awareness on how the trail system can be used as family activity.

Ales for Trails

For the last 10 years, BikeNet has hosted an event to raise money and celebrate the trail system in Billings. This event takes place in the fall. The event educates the public on the existing trail system. Bicycle valet was offered at the 2010 event to encourage people to ride their bicycle to and from the event. This event keeps growing each year and raises a large sum of money that is reinvested into the trail system.



Ales for Trails 2009

Women's Encouragement

Women are often less comfortable with bicycling (particularly in traffic) than men, and may be intimidated at bicycle shops, which are often aimed at sporty, knowledgeable riders and staffed by young, athletic male employees. A 'Ladies Night Out' run by 'The Spoke Shop' currently covers topics such as maintenance basics, bike cleaning, riding in the rain and dark, shopping by bike, or commute tips. The Vela Bella women's bike rides in the summer currently exist and provide a more comfortable experience to women with a 'no drop' policy. There is a specific Vela Bella ride in September that is sponsored.

Community Trail Openings

Whenever new segments of trails are opened, the city hosts a ribbon cutting ceremony to recognize the parties responsible for making that trail happen. This opening attracts people to ride the new trails and helps to gain media attention to the growing trail system. This event is usually organized by the Alternate Modes Coordinator contracted by the City of Billings.



Big Ditch Trail Dedication – December 6th, 2007

6 On-Street Bikeway & Trail Recommendations

This chapter describes the proposed system of on-street bikeways and trails for the Billings area. The proposed system was developed based on the public outreach efforts described in Appendix B, the results of the Alta StreetPlan model, and field observation. The following criteria and design parameters were used in developing the proposed system of bikeways and the priority list of bikeway projects.

6.1 Bikeway Selection Criteria

The development of the proposed system of on-street bicycle routes took into account the broader goals of Chapter 2 Vision, Goals & Objectives. In particular, the recommendations emphasize a safe, comfortable, convenient and highly-connected bikeway system that meets the transportation and recreation needs of the broad range of bike riders, while balancing the needs of other transportation types including automobiles, train, transit and pedestrians. In particular, factors considered during development of the proposed system map include:

Needs assessment – The location and attractiveness of existing bicycle routes, bicycle travel and trail facilities within the Billings area was reviewed. Specific parameters included access to parks, public facilities, schools, employment centers, residential and non-residential land use; population and employment densities, and roadway conditions including number of lanes, capacity and speed.

System Coverage – The proposed system considers balanced access from the City's population centers for both commuting and recreation purposes. In general, Billings has a fairly uniform built environment and street configuration, the recommended bikeway network maximizes potential within the existing grid system.

Safety – The proposed system provides the highest level of safety possible taking into account bicycle travel and bicycle crossings of major roadways.

Connectivity – The proposed system provides connections between residential areas, schools, parks, public transit stops, shopping centers, employment centers, with an emphasis on connections to major activity centers and multimodal transfer locations.

Connections to Adjacent Jurisdictions – The proposed system connects the City of Billings to surrounding communities such as Lockwood and Laurel.

Projects of Local/Regional Significance – Many projects, including some that cross jurisdictional boundaries have the potential to create regionally significant bike facilities. Certain trail corridor's have shown to have special significance with the public and have been given careful consideration in the planning process. Table summarizes the facility recommendations proposed within the Billings Area Bikeway and Trail Master Plan. Figure 6.1 – Proposed Bikeway and Trail Network depicts future bikeways and trails in the Billings Area.

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Figure 6.1 – Proposed Bikeway and Trail Network

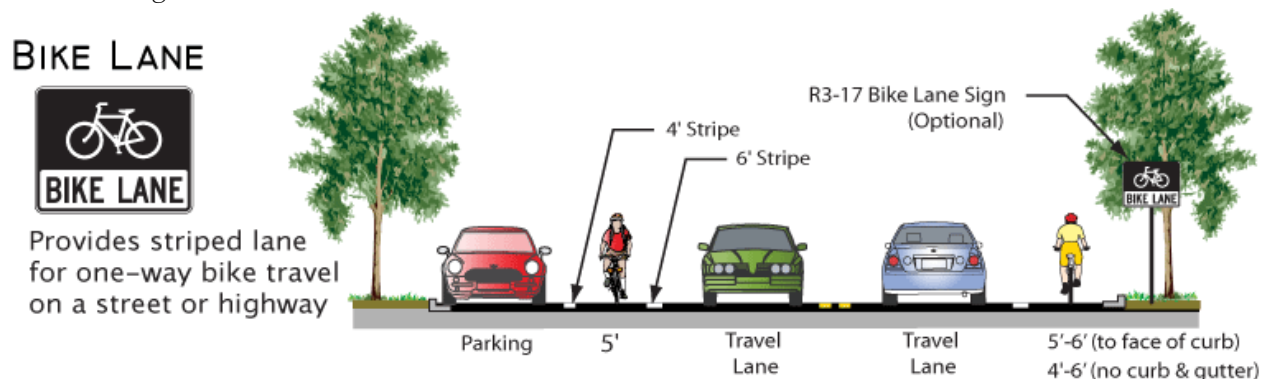
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Table 6.1 – Proposed Miles of Bicycle or Trail Facilities by Type

Facility Type	Number of Segments	Miles
<i>On-Street Bicycle Lanes</i>	<i>56</i>	<i>79.8</i>
<i>Bicycle Routes</i>	<i>13</i>	<i>12.7</i>
<i>Bicycle Boulevards</i>	<i>8</i>	<i>8.8</i>
<i>Trails</i>	<i>64</i>	<i>150 (approximate)</i>
Totals:	141	251 (approximate)

6.2 Recommended Bicycle Lanes

The recommended network of bicycle lanes forms the core of the overall network. Bike lanes defined as a portion of the roadway that has been designated by striping, signage, and pavement markings for the preferential or exclusive use of bicyclists. Bike lanes in other jurisdictions are generally found on major arterial and collector roadways and are four to seven feet wide. Bike lanes can be found in a large variety of configurations, and can even incorporate special characteristics including coloring and placement if beneficial. The 2009 update to the Manual of Uniform Traffic Control Devices no longer requires the use of the R3-17 ‘Bike Lane’ sign.


Figure 6.2 – Typical Bicycle Lane Configurations

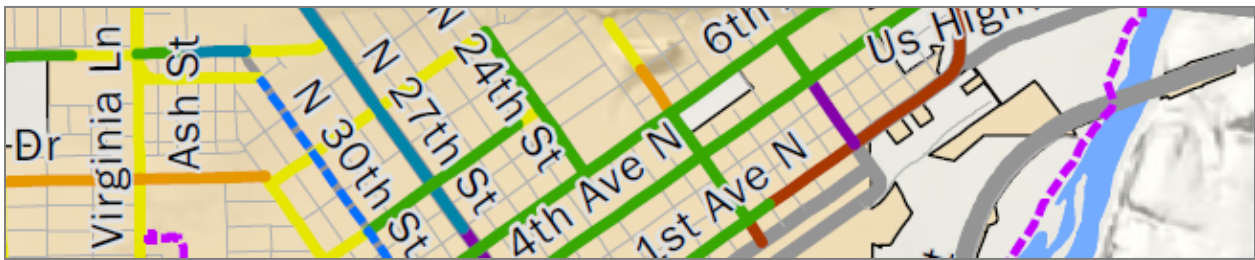
Bike lanes enable bicyclists to ride at their preferred speed without interference from prevailing traffic conditions and facilitate predictable behavior and movements between bicyclists and motorists. Bicyclists may leave the bike lane to pass other bicyclists, make left turns, avoid obstacles or debris, and to avoid other conflicts with other roadway users. In the Billings area, bike lanes represent the greatest opportunity for continuous dedicated bicycle facilities and connections between outlying areas and the downtown area.

6.2.1 StreetPlan Analysis

A critical component of the bike lane analysis was the use of Alta Planning + Design’s ‘StreetPlan’ model. The StreetPlan model is a method to determine how an existing roadway cross section can be modified to include bike lanes. Assuming acceptable minimum widths for each roadway element, the model analyzes a number of factors including strategies to retrofit bike lanes on each surveyed roadway segment. Factors used in this analysis include:

- Current roadway width
- Raised or painted median
- Number and width of travel lanes
- Presence and number of turn lanes and medians
- Location and utilization of on-street parking

In some cases, the retrofit is simple and only requires the addition of a bike lane in readily available roadway space. In other circumstances a retrofit may be more challenging and require the narrowing of a travel lane, the removal of on-street parking or a more detailed engineering study. This model is useful as it clearly illustrates locations where projects can be completed easily and locations where adding bike lanes may be challenging. Retaining a uniform roadway configuration throughout a corridor can simplify travel for motorists and cyclists alike creating a safer and more comfortable experience for all users.



Example of StreetPlan output

It is recognized that acceptable lane widths vary by functional classification, for example 10 foot travel lanes may be acceptable for a local street, but higher speed arterials may require 11 feet as the minimum lane width. For the purposes of the model, acceptable minimum roadway dimensions were set at the following:

- Travel lane width: 11 feet
- Right turn lane width: 10 feet
- Left or Center Turn Lane width: 10 feet
- Parking lane width: 7.5 feet

MDT maintained facilities have slightly different minimums including:

- Travel lane width: 11 feet
- Right turn lane width: 12 feet
- Left or Center Turn Lane width: 11 feet
- Parking lane width: 8 feet

Where existing roadway dimensions were extremely close to allowing bike lanes the above standards were examined through supplemental field work. In some cases an adjustment was made to the aerial photo measurements to more accurately reflect actual conditions. It is possible that to implement some projects the City of Billings or MDT may consider reducing the lane widths indicated above.

StreetPlan Outcomes

Many segments of Billings' roadway network resulted in multiple potential strategies for accommodating bike lanes. The model layers these potential strategies based on ease of implementation and desirability. The layering order used for the Billings area is based on the following strategies:

1. Bike lanes will fit with existing roadway configuration

2. Reconfigure travel lanes and/or parking lanes
3. Consider 4 to 3 Road Diet
4. Remove redundant on-street parking and stripe bike lanes
5. Remove a lane of on-street parking to accommodate bike lanes
6. Add additional pavement width (no existing curb or gutter)
7. Bike lanes can not be accommodated easily – engineering solution needed.

Based on this order, the StreetPlan model uses the first strategy for a given segment of roadway and is given priority over succeeding strategies. Not all of the options were possible strategies for all segments, but on many segments multiple strategies could be used to implement bike lanes.

Bike Lanes Fit With Existing Roadway Configuration

In this option, enough surplus road space exists to simply add the bike lane stripes and stencils without an impact on the number of lanes or configuration of the roadway. This is by far the most desirable and easily implemented option available. Billings has a surprising number of roadways that this strategy is possible over. Such segments represent the ‘low hanging fruit’ of the recommended on-street bikeway network.

Reconfigure Travel Lanes and/or Parking Lanes

In this option, bike lanes can be added by simply adjusting wide travel lanes or parking lanes within the established minimums presented above. No reduction to the number of travel or parking lanes is needed.

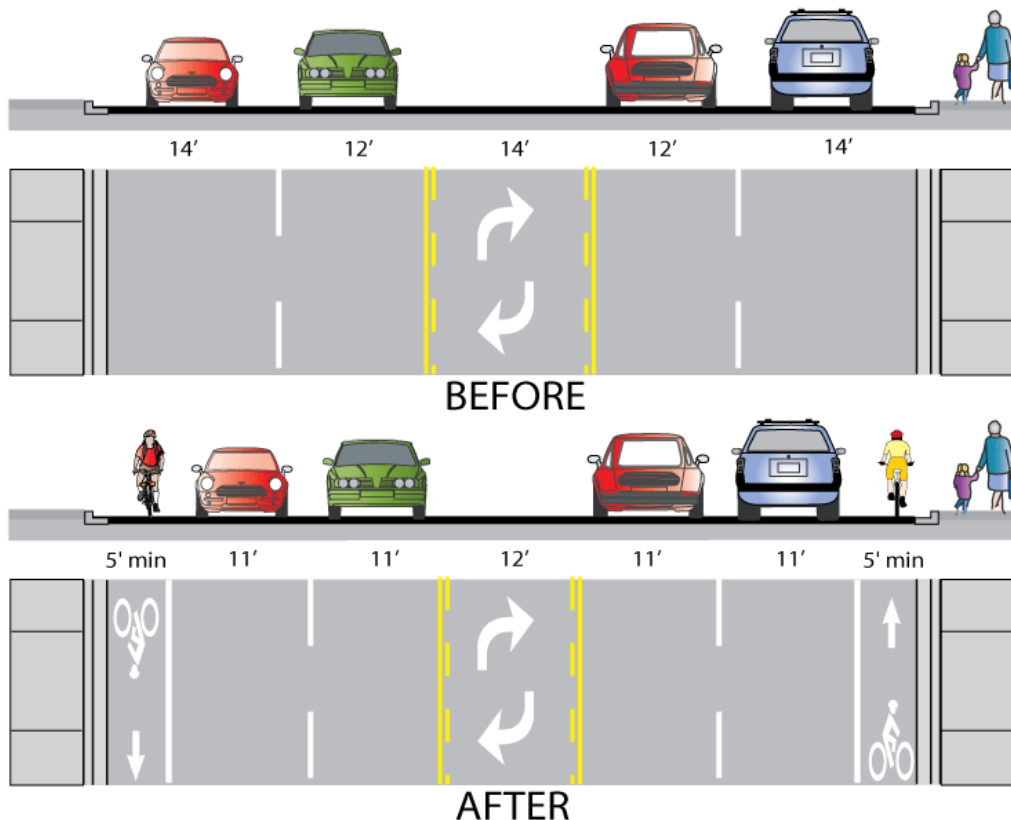


Figure 6.3 – Bicycle Lanes Added Through Lane Narrowing

Consider 4 to 3 Road Diet

In this option, a four-lane road section is 'put on a diet' and reconfigured to include a single travel lane in each direction and a two way left turn lane. Three lane road sections have operational and safety benefits to for motorists by facilitating left turns and reducing rear end collisions. Road diets can be strong candidates for roadways with traffic volumes below 20,000 vehicles per day. In some instances road diets have been successful on roads with 23,000 vehicles per day.

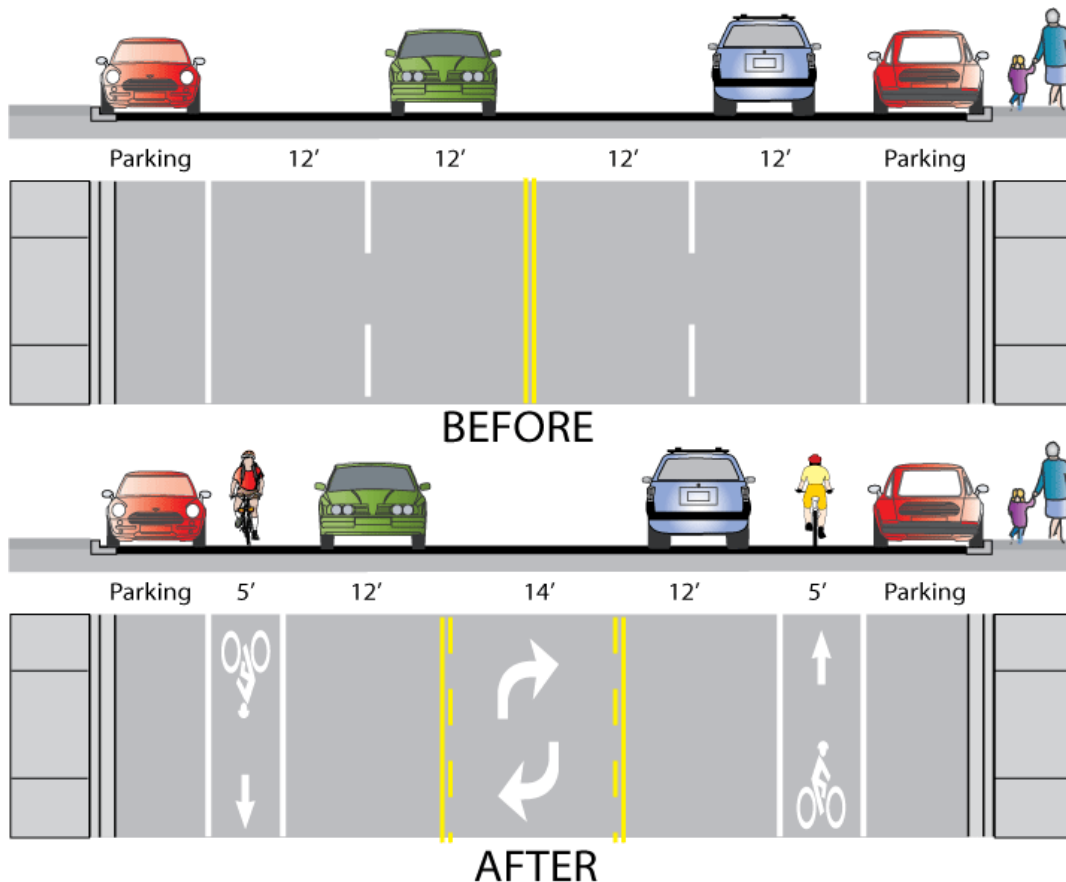


Figure 6.4 – Road Diet

Remove Redundant or Unneeded On-Street Parking

In this option, unnecessary on-street parking on one side of the street is removed to create space for bike lanes. Acceptable situations for this scenario include collector or arterial roadways that pass by back fences of homes rather than the front sides, or areas that have large surface parking lots adjacent to existing on-street parking.

Remove On-Street Parking

In this option, on-street parking may be removed on one side of the road. However this on-street parking configuration may currently be utilized in residential or commercial areas. This option is seen as a less desirable option and may only be considered as a last resort in short sections to maintain bike lane continuity. A full parking study should be conducted to determine if excess parking capacity exists before making changes to the roadway configuration.

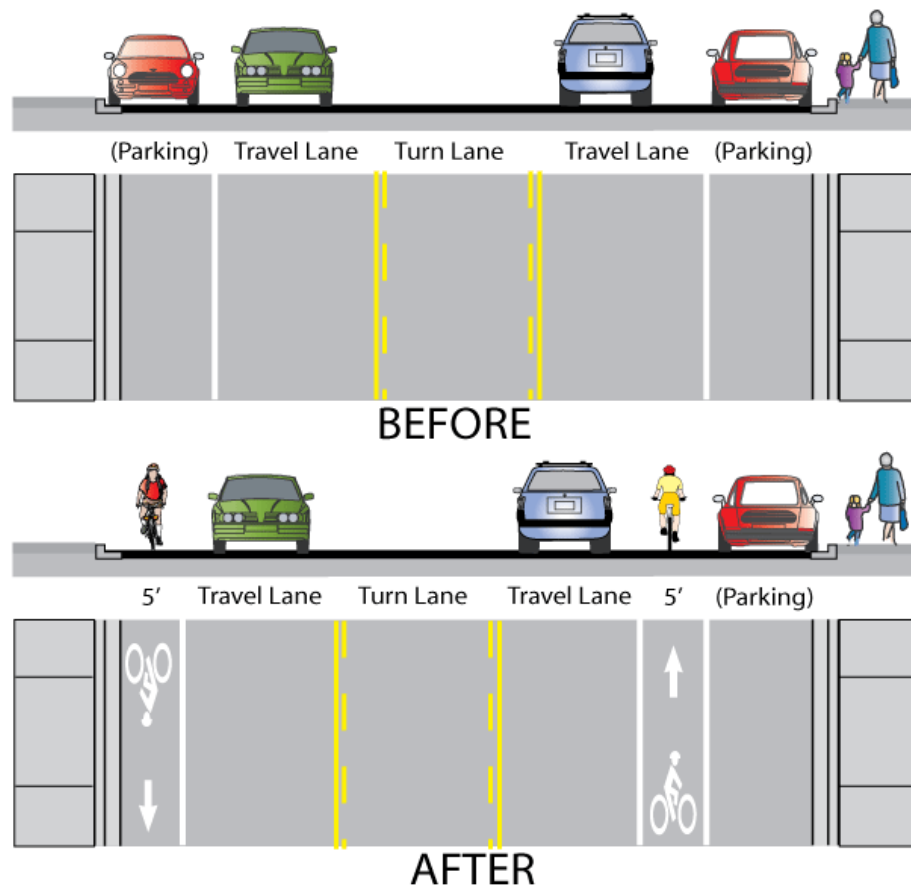


Figure 6.5 – Bicycle Lanes Added Through Parking Removal

Add additional pavement width

In this option, if the roadway has no existing curb and gutter it can be effective to add additional shoulder width thereby providing sufficient space to stripe and designate a bicycle lane. Potential candidates for this treatment include rural or otherwise unimproved roadways that will not be reconstructed in the near future to a higher standard.

Figure 6.6 – StreetPlan Outcomes displays the results of the above analysis on all collectors and arterials within the Billings city limits. This analysis represents only what is physically possible within the existing roadway dimensions and does not reflect the final recommendations provided in Table 6.2 – Proposed Bicycle Lanes in the Billings Area.

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Figure 6.6 – StreetPlan Outcomes

Table 6.2 – Proposed Bicycle Lanes in the Billings Area

Corridor	Length (miles)	Limit 1	Limit 2	Recommended Strategy
Bitterroot Dr	2.17	Yellowstone River Rd	Plateau PL	Add Pavement
Riverside Rd	1	King Ave E	State Ave	Add Pavement
Central Ave	2.54	Shiloh Rd	19 th St W	Add Pavement
King Ave E	1.7	Orchard Ln	Sugar Ave	Add Pavement
Sugar Ave	0.7	State Ave	King Ave E	Add Pavement
S Billings Blvd/Blue Creek Rd	2.9	Midland Rd	Briarwood Blvd	Add Pavement
Wicks Ln	1	Bench Blvd	Bitterroot Dr	Add Pavement
S 34 th St	0.5	1 st Ave S	State Ave	Add Pavement
Rod and Gun Club Rd	0.54	Ironhorse Trail	Airport Rd	Add Pavement
Yellowstone River Rd	1.23	Bitterroot Dr	Bench Blvd	Add Pavement
High Sierra Blvd	0.37	W Wicks Ln	Siesta Ave	Add Pavement
Lake Elmo Dr	2.3	Robertson Rd	Hwy 10 W	Road Diet
Central Ave W	1.67	19 th St W	Access St	Road Diet
State Ave	1.52	1 st Ave S	S 27 th St	Road Diet
Hilltop Rd	0.26	Bench Blvd	Hwy 10 W	Road Diet
Virginia Lane	0.47	Poly Dr	Ave E	Remove Parking
5 th St W	0.96	Montana Ave	Grand Ave	Remove Parking
11 th Ave N	0.71	N 32 nd St	N 22 nd St	Remove Parking
Jackson St	0.89	State Ave	Murphy Ave	Remove Parking
13 th St W	1	Poly Dr	Lewis Ave	Remove Parking
19 th St W	1.37	Parkhill Dr	Central Ave	Remove Parking
8 th St W	1.39	Parkhill Dr	Central Ave	Remove Parking
Lewis Ave	2.95	24th St W	Division St	Remove Parking or provide uphill bike lane & sharrows
Parkhill Dr	2.03	32 nd St W	19 th St W	Remove Parking or provide uphill bike lane & sharrows
Rimrock Rd	1.97	17 th St W	Edmond St	Remove Parking
King Ave E	1.38	Laurel Rd	Orchard Ln	Remove Parking
N 27 th St	0.96	Rimrock Rd	6 th Ave N	Reconfigure
S 27 th St	1.3	1 st Ave S	Garden Ave	Reconfigure
S. Billings Blvd	1.1	Laurel Rd	Midland Rd	Reconfigure
Zimmerman Trail	3.8	Rimrock Rd	Gabel Rd	Reconfigure
Wicks Ln	2.5	Bench Blvd	High Sierra Blvd	Reconfigure
Poly Dr	0.98	N. 30 th St	11 th St W	Reconfigure
Alkali Creek Rd	0.24	Hwy 10 W	Airport Rd	Reconfigure

Corridor	Length (miles)	Limit 1	Limit 2	Recommended Strategy
Zoo Dr	0.91	40 th St W	I-90 Frontage	Reconfigure
46th St W	0.5	Rimrock Rd	Rangeview Drive	Ready
Rehberg Ln	1	Rimrock Rd	Grand Ave	Ready
Colton Blvd	1.5	Rehberg Ln	17th St W	Ready
Grand Ave	1.9	Shiloh Rd	Forest Park Dr	Ready
Broadwater Ave	1.6	35th St W	N 24th St W	Ready
17th St	1	Rimrock Rd	Grand Ave	Ready
Poly Dr	0.56	11th St W	Emerson Pl	Ready
HWY 3	3.92	Zimmerman Trail	N 27th St	Ready
E Airport Rd	2.68	HWY 3	Alkali Creek Rd	Ready
Governors Blvd/WHilltop Rd/Hilltop Rd	2.35	W Wicks Ln	Main Street	Ready
Babcock Blvd	0.93	W Wicks Ln	Governors Blvd	Ready
N 22nd St	0.47	Burnstead Dr	6th Ave N	Ready
9th Ave N	0.71	N 32nd St	N 22nd St	Ready
6th Ave N	1.96	Grand Ave	Exposition Dr	Ready
4th Ave N	2	Division St	Exposition Dr	Ready
N 18th St	0.35	6th Ave N	1st Ave N	Ready
1st Ave N	1.64	Division St	N 13th St	Ready
Orchard Ln	0.88	Frances Ave	King Ave E	Ready
Monad Rd	3	S Shiloh Rd	Daniel St	Ready
N 25 th St	0.5	6 th Ave N	Minnesota Ave	Ready
S 20th St W	0.51	Monad Dr	King Ave	Ready
S 24th St W/Gabel Rd/	2.53	King Ave W	Zoo Dr	Ready
Total:	79.8			

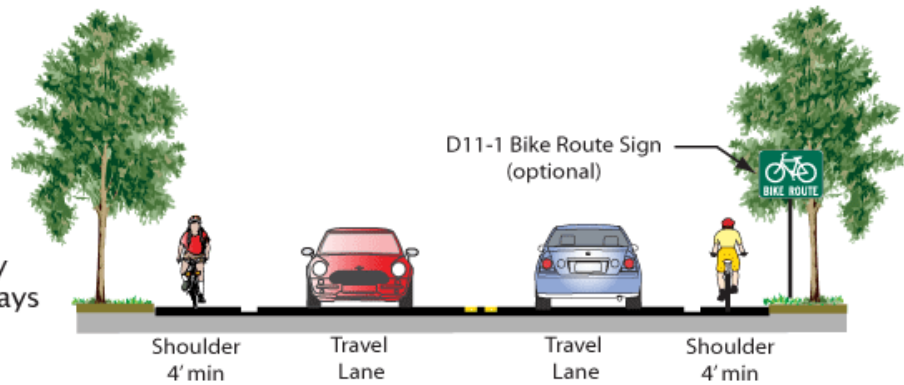
6.3 Bicycle Routes & Bicycle Boulevards

The recommended network of bicycle routes forms a secondary network to the primary bike lane network. Bike routes provide a less congested experience that many less experienced bicyclists prefer over on-street bike lanes. Billings has a well connected grid of secondary local roadways that suit the designation of bike routes and bicycle boulevards perfectly. Bike Routes are defined as facilities shared with motor vehicles. They are typically used on roads with low speeds and traffic volumes (typically 3,000 ADT or less), although they can be used on higher volume roads with wide outside lanes or wide shoulders. Bike routes can be established along “through” routes not served by shared-use paths or bike lanes, or to connect discontinuous segments of bikeway (normally bike lanes). A motor vehicle driver will usually have to cross over into the adjacent travel lane to pass a bicyclist, unless a wide outside lane or shoulder is provided.

BIKE ROUTE



Provides for shared-use with pedestrians or motor vehicles, typically on lower volume roadways



(R4-11) Optional Bicycles May Use Full Lane Sign - For travel lanes are too narrow for side by side sharing



Optional Shared Lane Marking 11' (min) center to curb

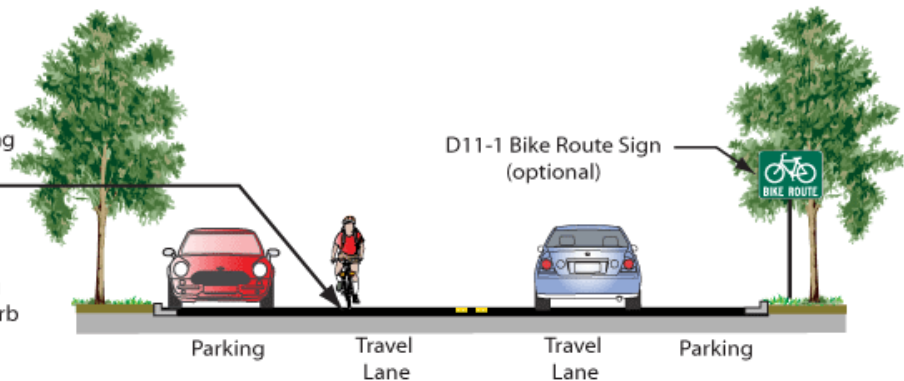


Figure 6.7 – Typical Bicycle Route Configurations

Bicycle routes can employ a large variety of treatments from simple signage to complex treatments including directional signage, various types of traffic calming applications and/or pavement stenciling. The level of treatment to be provided for a specific location or corridor depends on several factors. Unique Bicycle Route Signage that can incorporate wayfinding provides a sense of place is recommended in lieu of the D11-1 Bike Route Sign to create added emphasis and a sense of place. With more intensive treatments, bike routes can become known as 'Bicycle Boulevards'.



Example of bicycle route sign with wayfinding in Bozeman

Table 6.3 – Proposed Bicycle Routes Within the Billings Area

Corridor	Length (miles)	Limit 1	Limit 2	Classification
Crist Dr	.34	Main Street	Yellowstone River Trail	Bike Route
Avenue C	.3	3 rd St W	N 32 nd St	Bike Route
15 th St W	1.9	Parkhill Dr	Monad Rd	Bike Route
28 th St W	.55	Grand Ave	Broadwater Ave	Bike Route
10 th St W	1.4	Parkhill Dr	Central Ave	Bike Route
Wingate Ln	.52	Rimrock Rd	Colton Blvd	Bike Route
12 th St W	.75	Lewis Ave	Central Ave	Bike Route
Simpson St	.87	Newman Ln	Jackson St	Bike Route
13 th St W	.25	Rimrock Rd	Poly Dr	Bike Route
Virginia Ln	.26	Rimrock Rd	Poly Dr	Bike Route
Lewis Ave	.4	24 th St W	Parkview Dr	Bike Route
Wentworth Dr	1.4	Annandale Rd	Wicks Ln	Bike Route
Calendula Cir- Butterfly Lake Ln	.73	Nutter Blvd	Uninta Park Dr	Bike Route
Total:	8.8 miles			

Bicycle boulevards take the shared roadway bike facility to a higher level, creating an attractive, convenient, and comfortable cycling environment that is welcoming to cyclists of all ages and skill levels (Figure 6.8 – Example Elements of a Bicycle Boulevard). In essence, bicycle boulevards are low-volume and low-speed streets that have been optimized for bicycle travel through treatments such as traffic calming and traffic reduction, signage and pavement markings, and intersection crossing treatments. These treatments allow through movements for cyclists while discouraging similar through trips by non-local motorized traffic. Motor vehicle access to properties along the route is maintained. Not all elements depicted in Figure 6.8 may be applicable on a given bicycle boulevard. Many bicycle boulevards will have very little intensive treatment and can rely on wayfinding signage and stenciling. Table 6.4 – Proposed Bicycle Boulevards Within the Billings Area identifies street segments appropriate for bicycle boulevards.

Table 6.4 – Proposed Bicycle Boulevards Within the Billings Area

Corridor	Length (miles)	Limit 1	Limit 2	Classification
Berthoud Dr - Santa Fe Dr	.69	Monad Rd	St Johns Ave	Bicycle Boulevard
2 nd St W	.82	Ave C	Miles Ave	Bicycle Boulevard
4 th Ave S	.92	S 27 th St	State Ave	Bicycle Boulevard
Avenue D	2.02	21 st St W	Virgina Ln	Bicycle Boulevard
Miles Ave – Terry Ave	3.3	28 th St W	Montana Ave	Bicycle Boulevard
Yellowstone Ave	2.9	22 nd St W	Division St	Bicycle Boulevard
N 32 nd St	.82	Grand Ave	Poly Dr	Bicycle Boulevard
Kootenai Ave – Constitution Ave	1.2	Calico Ave	Nutter Blvd	Bicycle Boulevard
Total:	12.7			

As the popularity and usage of bicycling in Billings grows, the City may find it necessary to add additional treatments to the network of bike routes (listed in Table 6.3) upgrading them to bicycle boulevards. Additional guidance for bicycle boulevards can be found in Alta Planning + Design's "Bicycle Boulevard Planning & Design Guidebook" (view at: <http://www.altaplanning.com/bike+blvd+guidebook.aspx>)

6.4 On-Street Signal Detection and Actuation

Adequately accommodating bicyclists at traffic signals can be challenging for traffic engineers as the needs and characteristics of bicycles and motor vehicles vary so greatly. This section contains guidance on bicycle considerations at traffic signals, detection of bicycles at signals, bicycle pavement markings and signage.

6.4.1 Bicycle Considerations at Traffic Signals:

Bicycles typically travel much slower than motor vehicles and can find themselves without an adequate 'clearance interval', which is the time to clear the intersection between conflicting green phases. The duration of the amber phase of signals is typically determined by the expected motor vehicle speed through an intersection. Bicyclist speeds average 10mph through intersections. Methods for accommodating bicyclists include:

- Lengthening the amber phase of the intersection slightly to allow for the slower speed of bicyclists. This should be part of the solution as longer amber phases can also encourage motor vehicles to enter intersections under this phase.
- Lengthening the 'all red' phase of the intersection. This allows any vehicles or bicyclists still in the intersection to clear it before a green phase is given to opposing traffic. The maximum length of the 'all red' phase should not generally be greater than 3 seconds. Under no circumstances should this time be extended beyond 6 seconds.

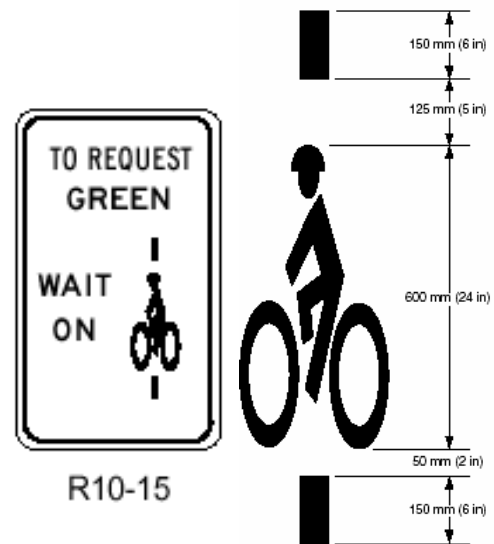
- Coordinating signals to allow for the 10-15mph propagation speed of bicyclists. Sometimes it is possible to alter signal timing to provide 'green waves' for bicyclists without significantly impeding motor vehicle flow.
- Increase in the minimum green phase. Bicyclists have slower speeds and accelerations than motor vehicles and even if they are at the stop line when a green light is given, the bicyclist may still lack sufficient time to clear the intersection before a conflicting green phase.
- Use signal detection to detect moving bicyclists. Video detection technology can be programmed to detect the presence of bicyclists and alter the minimum green phase, or the clearance interval based on their presence.

6.4.2 Loop Detectors

Bicycle-activated loop detectors are installed within the roadway to allow the presence of a bicycle to trigger a change in the traffic signal. This allows the bicyclist to stay within the lane of travel and avoid maneuvering to the side of the road to trigger a push button.

Most demand-actuated signals in Billings currently use loop detectors, which can be attuned to be sensitive enough to detect any type of metal, including steel and aluminum. Some bicycles may lack enough detectable material by the loop such as models that are mainly composed of carbon fiber or aluminum.

Current and future loops that are sensitive enough to detect bicycles should have pavement markings to instruct cyclists how to trip them, as well as signage (see right).



Recommended loop detector marking design & Instructional sign

6.4.3 Video Detection

Inductive loop detection technology may not always pick up a bicyclist's presence. If the bicyclist fails to position themselves correctly over the loop or is riding a bicycle made of alternative materials such as carbon fiber the detector may not actuate the signal. Video detection technology can detect a bicyclist's presence over a larger area by using pixel analysis of an image to detect the presence of vehicles or bicycles. Changes to the detection can be made quickly with a few modifications to the software to adjust to a change in lane configuration or the addition of a bike lane.

With Video detection, disturbance to the pavement, stenciling, and signage can be avoided. Shortcomings can include poor detection in darkness (a lighted intersection solves this), and the shadows of adjacent vehicles triggering the bicycle area during certain times of day.

Video camera system costs range from \$20,000 to \$25,000 per intersection.

6.4.4 Remote Traffic Microwave Sensor Detection (RTMS)

RTMS is a system developed in China, which uses frequency modulated continuous wave radio signals to detect objects in the roadway. This method is marked with a time code which gives information on how far away the object is. The RTMS system is unaffected by temperature and lighting, which can affect standard video detection cameras.

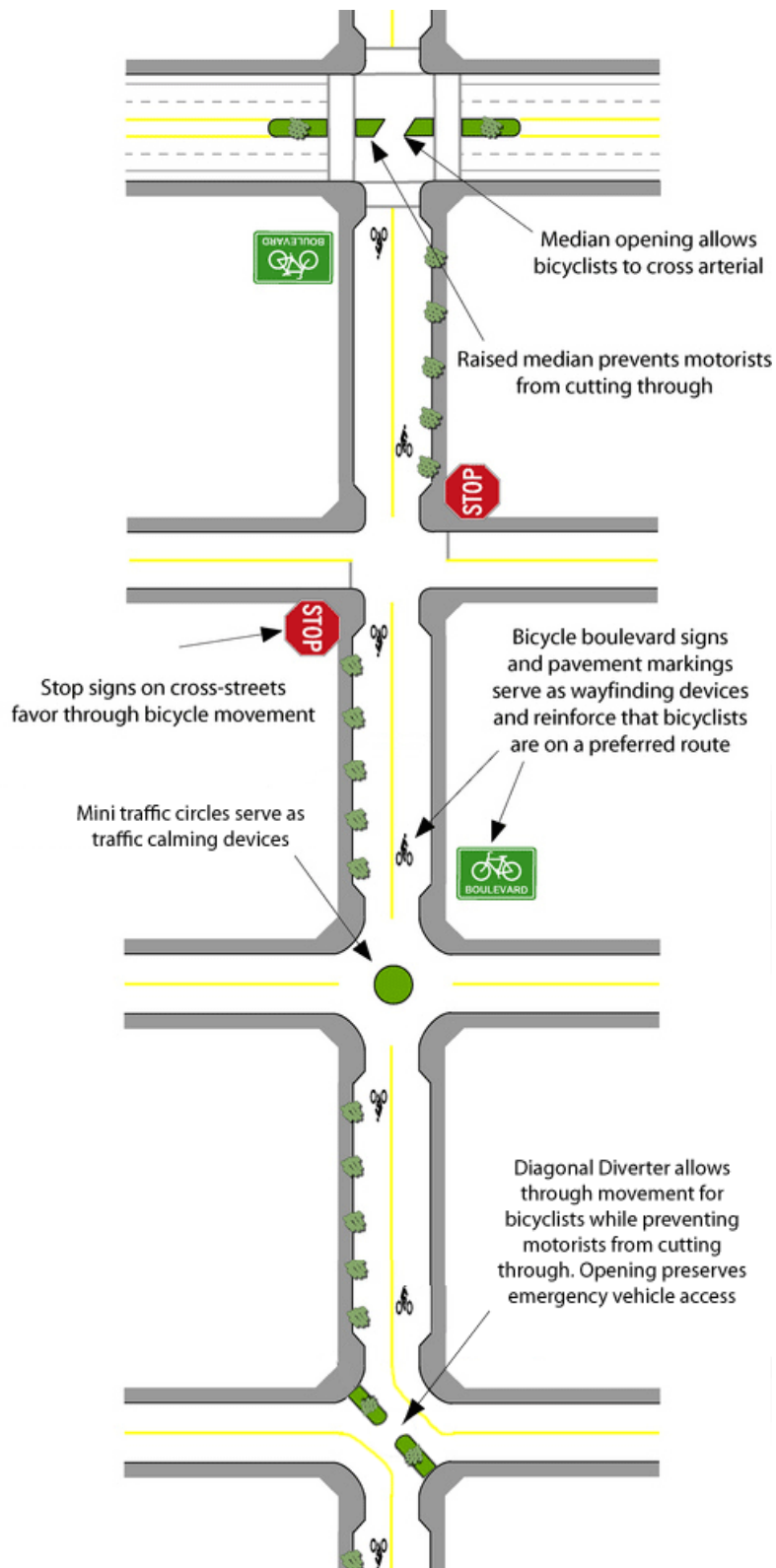


Figure 6.8 – Example Elements of a Bicycle Boulevard

6.5 Multi-Use Trails

A bicycle path (or multi-use trail) allows for two-way, off-street bicycle use and also may be used by pedestrians, skaters, wheelchair users, joggers and other non-motorized users. These facilities are frequently found in parks, along rivers, and in greenbelts or utility corridors where there are few conflicts with motorized vehicles. Multi-use trail facilities can also include amenities such as lighting, benches, signage, and fencing (where appropriate). The recommended network of multi-use trails complements the on-street network of bikeways and is suitable for all users and ability levels.

MULTIPLE-USE PATH



Provides completely separated right-of-way for exclusive use by bicycles and pedestrians with cross-flow minimized

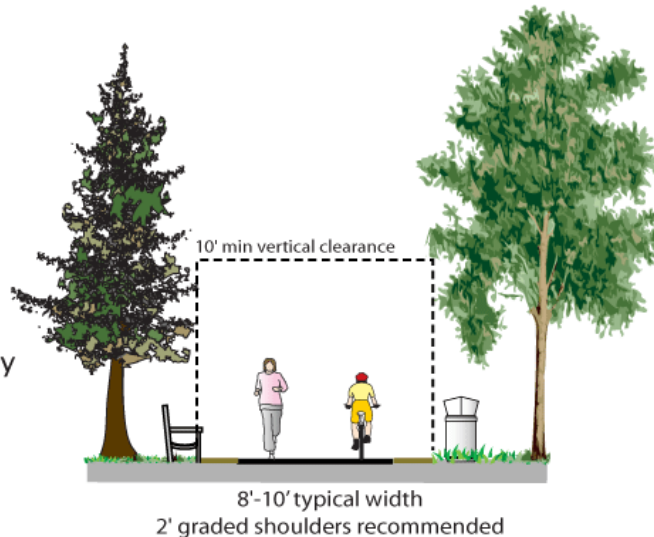


Figure 6.9 – Typical Multi-Use Path

Paved trails less than eight feet in width are known as ‘Connector Trails’ and are typically shorter sections of trail used to connect neighborhoods/businesses to longer multi-use trails. These trails are typically six feet in width and do not allow sufficient room for passing, or multiple uses. For the operational purposes mentioned all new recommended trails in the Billings area are recommended to be constructed to a minimum standard of 8 feet in width, for some proposed trails a recommended width of 10-12 feet may be appropriate.

In Billings, multi-use trails have been constructed along roadways such as Zimmerman Trail, King Avenue and Alkali Creek Road. Also known as “sidepaths”, these facilities have unique operational challenges due to their geometric configuration at intersections. This geometry creates a situation where a portion of the bicycle traffic rides against the normal flow of motor vehicle traffic and can result in wrong-way riding when either entering or exiting the path. This can also result in an unsafe situation where motorists entering or crossing the roadway at intersections and driveways do not notice bicyclists coming from their right, as they are not expecting traffic coming from that direction. Stopped cross-street motor vehicle traffic or vehicles exiting side streets or driveways may frequently block path crossings. Even bicyclists coming from the left may also go unnoticed, especially when sight distances are poor.

Such facilities are not recommended where driveways or cross-streets are more frequent than 400 feet. Crossings should have high visibility pavement markings and proper signage to help clarify right-of-way.

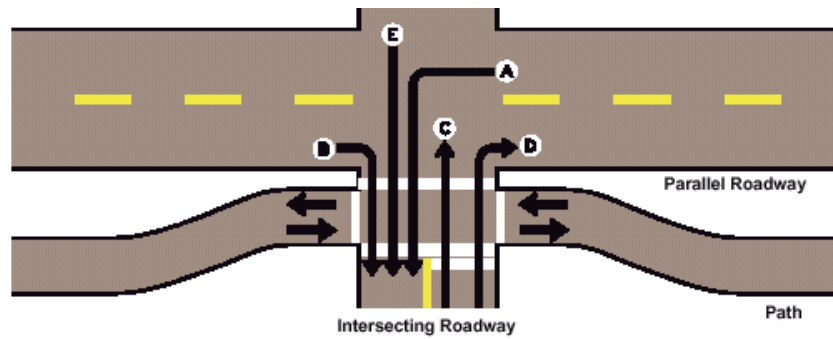


Figure 6.10 – Potential Conflict Points Along a Sidepath (AASHTO)

Table 6.5 – Proposed Multi-Use Trails within the Billings Area

Trail Corridor	Approx Length* (miles)	Limit 1	Limit 2
BBWA to Swords Park Trail	5.5	Aronson Avenue	Lillis Park
25th Street Railroad Bridge	0.5	Montana Avenue	Minnesota Avenue
ACEC Connector Trail	0.5	ACEC Trails	Mullowney Lane
ACEC Trail	0.5	Riverfront Park Trail	Josephine Crossing Trail
Alkali Creek Trail	0.5	Aronson Avenue	Black Pine Street
Arnold Drain Trail	0.5	Arnold Drain Connector	Grand Ave
Arnold Drain/ Shiloh Road Connector Trail	1	Broadwater Avenue	Shiloh Road
Big Ditch Trail	2.5	Rimrock West Trail	Hogans Slough
Birely Drain to Big Ditch Trail	3	Big Ditch and Hogans Slough	Canyon Creek
BNSF Rail with Trail	15	MRL Rail with Trail	Highway 3
Briarwood to Blue Creek School Trail	1.5	Briarwood Boulevard	Blue Creek School
Briarwood to Pictograph Caves Trail	2.5	Briarwood Boulevard	Pictograph Caves Sate Park
Broadwater Trail	0.5	Broadwater Trail Crossing	Zimmerman Trail Trail
Broadwater/ Arnold Drain Trail	1	Zimmerman Trail	Shiloh Road
Canyon Creek Trail	6	ZooMontana	BNSF Rail with Trail
Castle Rock Trail	1	Governors Boulevard	BBWA Canal
Colton Connector Trail	1	32nd Street West	38th Street West

Cove Ditch Trail	2	Molt Road	Hogans Slough
Downtown Connector Trail	1	S 25th Street and 7th Avenue South	Coulson/ Mystic Park Trail
Four Dances Connector Trail	1	Lockwood Trail	Four Dances Natural Area Trails
Heights BBWA Trail	3	Aronson Avenue	Lake Elmo State Park
Heights Upper Loop Trail	4.5	Yellowstone River	Alkali Creek Road
High Ditch Trail	4	Rimrock West Trail	Hogans Slough
Hogans Slough Trail	5.5	Shiloh Road	BNSF Rail with Trail
Inner Belt Loop Trail	6.5	Governors Boulevard	Highway 3
King Avenue Trail	1	S 44th Street West	Hogans Slough
Lockwood Trail	6	I-90	Bobolink Street and Dickie Road
Monad Trail	1	S 45th Street West	Hogans Slough
Monad Trail	2.5	BBWA Canal Trail	48th Street West
MRL Rail with Trail	9	I-90	Shiloh Road
Outer Bypass Trail	4	Interstate 90	Highway 312
Rehberg Ranch Trail	1	End of Trail in Rehberg Ranch Subdivision	Inner Belt Loop
Rimrock Road Trail	1.5	54th Street West	Cove Ditch
Senators Park Trail	1	Aronson Avenue	Inner Belt Loop Trail
Snow Ditch Trail	2	Shiloh Road	Big Ditch
South Hogans Slough Trail	1	Suburban Ditch	MRL Rail with Trail
Spring Creek Extension Trail	1	24th Street West	15th Street West
Transtech Connector Trail	0.5	Transtech Way	BBWA Trail
Two Moon Park to Five Mile Creek Trail	3	Kiwannis Trail	Five Mile Creek
Western Yellowstone River Trail	5	Josephine Crossing Trail	Shiloh Road Trail
Will James Middle School Connector Trail	0.5	Will James School	Broadwater Avenue
Yellowstone River Trail	2.5	Mystic Park Trails	Riverfront Park Trails
Zimmerman Trail	1	Highway 3	Poly Drive
Total:	114		

* Trail lengths are approximate and estimated to nearest half mile as exact alignments are subject to change.

Proposed trails shown in Figure 6.1 – Proposed Bikeway and Trail Network have varying levels of detail. Proposed trails within the Billings city limits or within other public right-of-way are depicted with an approximate alignment. Portions of proposed trails that have already been platted as part of subdivisions have alignments that are more accurately known. Trails proposed passing through unincorporated Yellowstone County or over privately held property are shown with little detail and should be considered conceptual.

Before any trail development, landowner permission will be obtained. All trail projects will be developed with consideration of the affected landowners preferences. Some trail alignments may only be constructed through land development, some may never be constructed. These alignments are subject to change and should not be used by the public until construction is complete and the project publicly dedicated.

Respect will be shown to private property rights regarding potential future trail alignments. These trails are recreational trails and while they are a nice amenity to the City of Billings and Yellowstone County, they will not take precedence over private property rights. Eminent Domain will not be used to acquire easements or property for any trail corridor that are not located within existing public rights-of-way. Representation of trails to all affected property owners will be open and candid. Property owners will be notified by the standard locally adopted means of notification. Affected property owners will be personally notified in the planning stages of trail development while revisions can still be made if necessary. Modifications to Figure 6.1 – Proposed Bikeway and Trail Network will follow in future updates to the Billings Area Bikeway and Trail Master Plan.

6.5.1 Trail Site Amenities

In addition to the proposed trails above, some supplemental facilities will be required to maximize the opportunity and experience to Billings’ residents. Site amenities offer a wonderful opportunity to enhance the character and identity of the Billings trail network. Often overlooked, site amenities can offer trail users points of rest, interpretation, and contemplation resulting in a positive trail experience while providing continuity throughout the trail system. Amenities such as benches, bollards, and signage utilizing materials such as wood timbers and natural stone are recommended to promote and enhance the identity of the trail network.

Trailheads

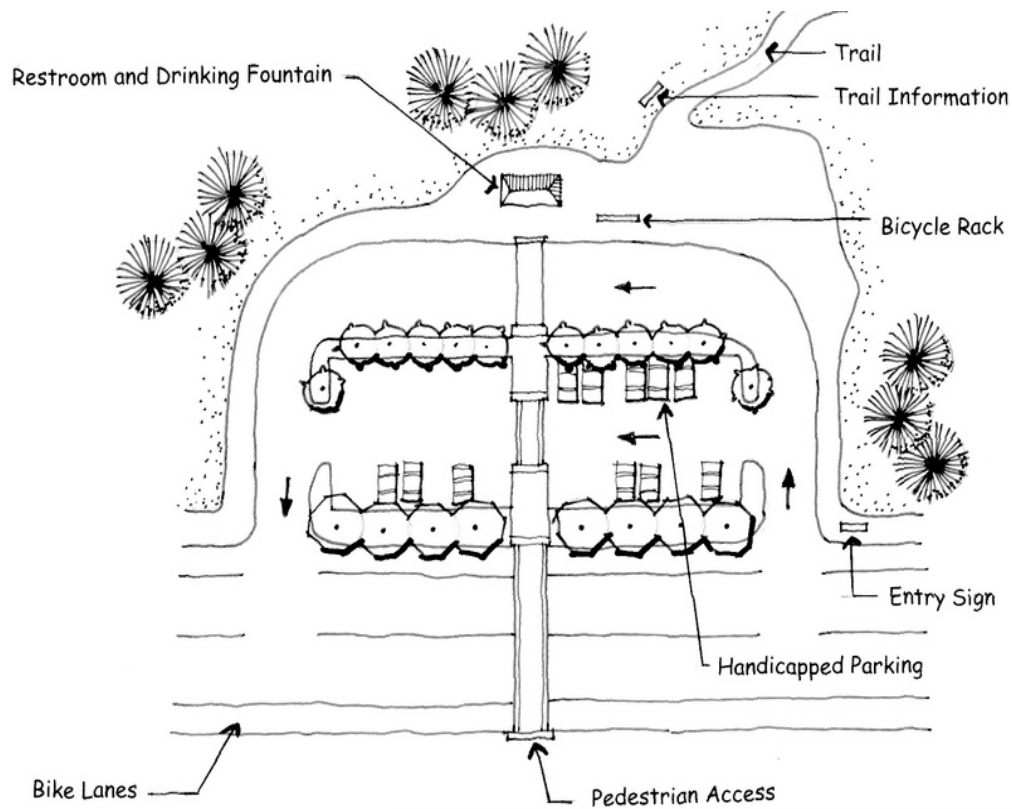
Good access to the trail system is a key element to its future success. Trailheads (formalized parking areas) serve the local and regional population arriving to the trail system by car. Trailheads provide the public with important access points to the trail system, especially near key interest points, or where it may be too far to walk or ride a bike from resident’s homes.

A typical trailhead design should consider:

- Circulation for vehicles, pedestrians and potentially leashed dogs.
- Appropriate parking areas
- Restrooms, signage, screening, and landscaping
- Connector trails to the main trail for alternate use
- Safety and security

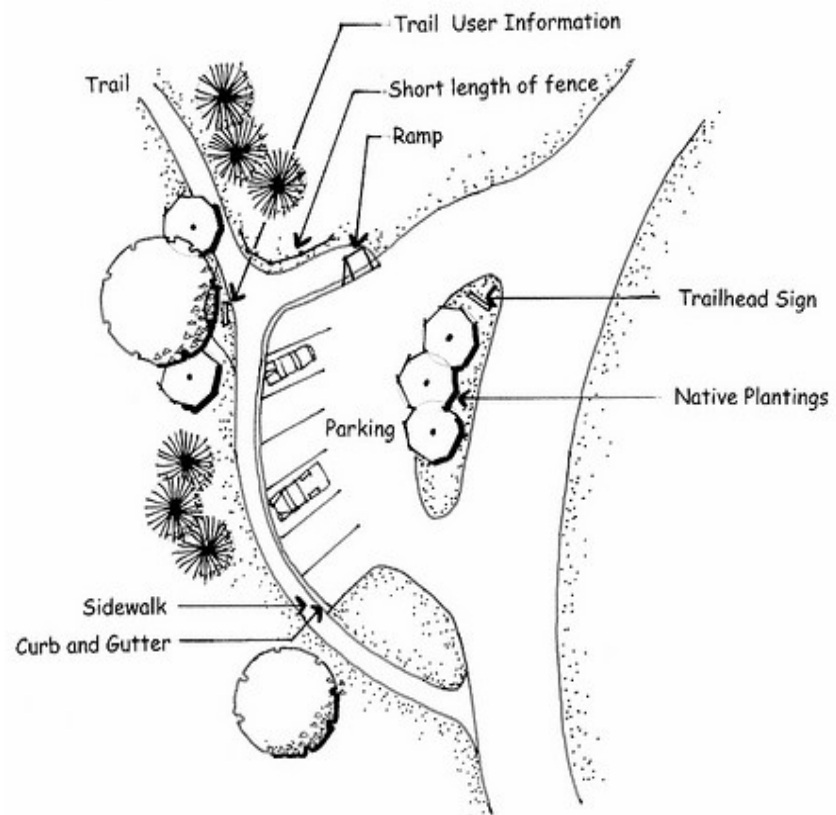


Existing Trailhead at Swords Park



Major Trailhead –
For more popular
access points with
higher usage. Has
larger number of
amenities

Minor Trailhead –
For less intensive
trail access locations.
Has fewer amenities



Additional trailheads will be needed in the Billings Area to provide new access points to the expanding network. More trailheads will accommodate a greater diversity of accessible experiences to Billings residents. Table 6.6 – Proposed Trailhead Locations details the locations of trailheads that would be beneficial to the Billings trail network.

Table 6.6 – Proposed Trailhead Locations

Proposed Trailhead	Location	Type
Confluence Trailhead	At the intersection of Aronson Ave, Alkali Creek Road and Airport Road	Major
Five Mile Creek Trailhead	Intersection of proposed trails along Five Mile Creek and Yellowstone River Trail	Minor
Cove Ditch Trailhead	Intersection of Cove irrigation ditch and Rimrock Road	Minor
Zoo Montana Trailhead	Placed near Zoo Montana	Major

Landscape

Trail alignments and surfacing must be complimentary to the surrounding landscape. Alignments that create large scars not only leave devastating aesthetic compromises, but they often cost more to construct and maintain. The vertical and horizontal alignments must take into account the type of user (transportation vs. recreation), unique environmental considerations and constructability.

Impacts due to construction or general reclamation will include the careful consideration of the vegetative cover. Ideally, the reclamation effort should reflect the same ecotypes present before disturbance. The Billings Parks Department or County Parks Board should provide input to the proper reclamation type based upon adopted policies and known future development.

Natural Areas Landscape

The Heritage Trail Plan (2004) identified several ecotypes throughout the planning area. Off-street development most commonly places trail alignments through undeveloped and natural areas. The reclamation techniques for these areas are the most difficult due to poor or non-existent soils, inadequate moisture and construction logistics.

Mitigating poor soil conditions is one of the key elements to successful native vegetation establishment. The trail designer should test the pre-development topsoil every 1500 feet along the trail alignment to determine soil texture, fertility and potential for reuse. Soil amendments, such as compost, should be blended into the native soils. Compost is expensive; however, studies have shown that it adds vital nutrients, improves soil texture and retains moisture for better establishment potential. Designers are encouraged to consult with an agronomist or landscape architect for proper soil blending techniques.

Inadequate moisture is a common problem in a region that typically receives just over 14 inches of precipitation per year. In terms of herbaceous vegetation, timing and seeding methods become critical elements of success. Billings receives the most moisture between March and June (7.22 inches or 50 percent)

and in September and October (2.39 inches or 17 percent). These months become critical to the success of the establishment.

Non-irrigated grasses ideally should be seeded in March and April when the ground is not frozen and soil temperatures are cool. The remainder of the spring seeding window could continue through June. However, seeding past that point could subject new seedlings to drying conditions and excessive heat resulting in reduced establishment potential.

Fall seeding is the next ideal time, generally in early September, but this seeding period becomes riskier as new seedlings can become prone to freezing temperatures, possibly killing off the establishment. Fall



seeding after November 1, is often called “dormant seeding,” as the seed lies

Drill seeding is the preferred method of native grass establishment

dormant in the seed bed throughout the winter. This is a more ideal seeding situation.

Construction logistics is a major factor in successful reclamation areas. Native vegetation often takes three to seven weeks (depending on soil temperature) to germinate and establish a viable seedling. The seeding technique plays a key role in native seed establishment. Proper seed to soil contact is crucial for success. In areas that are accessible to a small drill seeder, it is recommended to drill seed native grasses. Because the seed is placed in the topsoil, it is less susceptible to dehydration, blowing away in the wind and scavenging by birds and other animals. Native grasses also have deeper root systems and placing the seed in the ground provides a better advantage for better root stage development.

In areas inaccessible by a drill seeder, broadcast seeding is the second-best solution. The seed is initially placed on top of the soil, and then is raked into the seed bed for cover. Broadcast seeding typically costs more because the seeding rate needs to be doubled over drill seeding and it is much more labor intensive. Difficulties in broadcast seeding include the equal distribution of seed throughout a given area.

Hydroseeding is generally not recommended for native grass establishment. The seed is placed into slurry and sprayed on top of the soil. The above soil placement does not take advantage of the seed to soil contact previously described. Hydroseeding does generally work on steep slopes and is most ideal during the spring seeding window.

Placement of mulch over a seeded surface does provide some advantages. Mulch can range from straw, compost to paper or fiber mulch (i.e. hydromulching).

The establishment period for native grasses can pose problems for contractors who are tasked with noxious weed control. Because native grasses tend to take a long time to establish (almost two years), weeds become prevalent until grasses choke them out. Most contractors want to close out a project after the bulk of the work is complete, with the release of performance bonds. Jurisdictions become challenged to ensure that the contractor follows through on maintenance for long periods of time.

Weed control can be accomplished through mechanical, chemical or biological means. The full establishment period can be labor cost intensive to maintain and is often the most overlooked cost item in new trail development. It is recommended that the designer or contractor develop a weed maintenance plan with each project.

A Storm Water Pollution Prevention Plan (SWPPP) will be required for projects that disturb land exceeding one acre in area.

Developed Areas

Trail corridors placed in developed parks should be enhanced to create an aesthetically pleasing experience. Unlike native grasses, parks typically have turf-type grass mixes that establish quickly. The logistics for establishment become much more controlled and the desired results occur within 30 to 60 days.



Aesthetically enhanced trail corridor

Woody vegetation, such as shade and evergreen trees and shrubs, should be placed outside of the safe sight distance triangles and far enough away from the trail to prevent trail damage from the roots. Plant stock should be planned for its mature growth and species diversity. Ideally, trees should be placed along the trail every 50 feet, similar to many street tree planting requirements. Cluster plantings of trees may be used to fulfill the same quantity requirements to utilize ideal planting conditions. Plantings should be coordinated with other amenities, such as benches and shelters.

Brownfields

Brownfields include areas such as railroad corridors, landfills and other areas with possible contaminants in the soil structures. Depending on levels of toxins found within the soil and environment, remediation may be required for trail development.

Site Furniture

Site furniture includes benches, picnic tables, bike racks and litter receptacles. Site furniture may be themed across a trail segment or as diverse as the area that a trail serves. Furniture is also an ideal way to promote businesses and sponsorships. In general site furniture should be durable, comfortable, appropriately located and secure.

Benches

Benches should be provided at a minimum of one bench for every two miles of trail and at all trailheads. Benches placed at trailheads should be embedded in concrete for permanent installations. Benches placed along trail corridors should be secured to a concrete pad to provide flexibility in their placement by the appropriate staff. Benches over four feet in length should have a center arm to discourage sleeping on the bench.

Picnic Tables

Picnic tables may be placed at trailheads or at locations with relatively easy access for refuse disposal. Tables should be secured by embedding them in concrete. New federal ADA rules recommend that at least one or twenty percent of tables in a given area should be ADA compliant.

Shade Structures

Shade structures provide microclimatic relief for trail users. These structures can also serve as a gateway between park and trail activities. Structures can be architecturally diverse throughout the trail system, adding to the cultural heritage of the corridor. The structure should be sized for the quantity users predicted along the trail. The structure should not be considered as shelter from lightening or hail.



Bench and trash receptacle



Existing picnic table and shade structure

Bicycle Racks

Bicycle racks are discussed in Chapter 7. In parks and open space areas, racks should be placed at trailheads, near picnic areas and playgrounds. Placement of racks should ensure that the secured bicycle does not protrude into the route of traffic or pedestrians.

Litter Receptacles

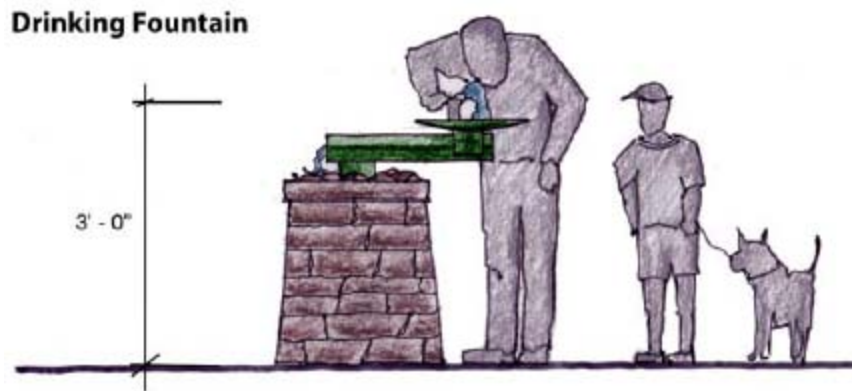
Litter receptacles are essential in promoting the tidy appearance of trail corridors. Receptacles should be placed at trail heads and along trail corridors where maintenance personnel can easily access them for dumping. In more natural areas, the receptacles should have wildlife proof lids to prevent the scavenging.

Restrooms

Restrooms should be placed at major trailheads and in community parks. The restrooms could either be a vault/portable toilet or a flushing toilet if utilities are available.

Water Fountains

Bicycling, running and walking are aerobic activities. Water fountains provide water for people (and pets, in some cases). The importance of hydration becomes a big factor in the hot dry months of July and August. Fountains should be placed in developed areas with high activity. Lake Hills Golf Course has a good example of a relatively simple fountain, hydrating mist that is located along Lake Hills Drive. This fountain only functions in the summer and can be controlled by an irrigation control timer.



Public Art

Trail corridors provide an excellent opportunity for public art installations. Art can be commissioned through local artists. This can range from sculptures, murals, site furniture and architectural design. Communities like Coeur d'Alene, Idaho have a "one percent for art" funding requirement" on their public works projects.

Public art installations need to be properly insured and may require some maintenance (murals for example).

6.5.2 Bikeway and Trail Wayfinding Program

Wayfinding is the process of using landmarks, signs, and environmental cues to help navigate and experience the bikeway and trail system. The goal of wayfinding is to create a sense of empowerment and security by providing directional cues to inform a person how to reach a destination without confusion.

Wayfinding is an important element in all circulation systems. Anyone who has ever driven a car recognizes the importance of wayfinding. Road signs direct vehicle traffic to destinations and provide information along a route reinforcing a driver's confidence as they travel to a destination. This same level of guidance is equally important to helping non-motorized users navigate through their environment.

Designing wayfinding systems for bicycles, equestrians and pedestrians should reflect specific attributes of riding and walking. Traditional elements of a wayfinding system include signs, pavement markings, and maps. Interactive web mapping and hand held digital devices are also becoming popular tools. This document provides an overview of how to develop a wayfinding system, the elements of wayfinding and best practices from national and international cities with successful bicycle and pedestrian wayfinding systems.

Elements of Wayfinding

Wayfinding elements are cost-effective and highly visible treatments that improve the walking and riding environment. Not only does wayfinding improve the legibility of the non-motorized network by identifying routes to pedestrians, bicyclists, equestrians and motorists, it also acts as a passive marketing tool that

increases awareness of the walking and riding network as well as area destinations. The following elements are common tools used in wayfinding.

Signs and Markers

Wayfinding signs and features display destinations, distances and walking and/or riding time. Signs often dispel common misperceptions about time and distance. Wayfinding elements are typically placed at key locations leading to destinations and along trail and bicycle routes, including where multiple routes intersect and at key “decision points.”

Signage can serve both wayfinding and safety purposes including:

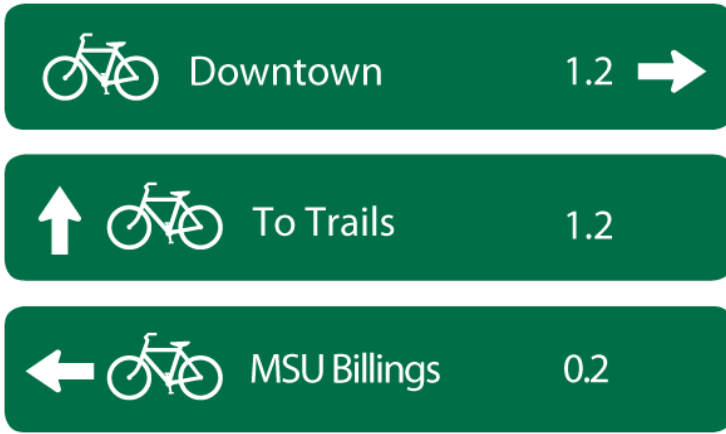
- Helping to familiarize users with the pedestrian and bicycle network
- Helping users identify the best routes to destinations
- Helping to address misperceptions about time and distance
- Helping overcome a “barrier to entry” for infrequent cyclists or pedestrians (e.g., “interested but concerned” cyclists)



Concept of Trail Wayfinding Sign in Billings

Bicycle wayfinding signs also visually cue motorists that they are driving along a bicycle route and should use caution. Including mileage and travel time estimates minimize the tendency to overestimate the amount of time it takes to travel by bicycle or foot. Signs are typically placed at key locations leading to and along bicycle routes, including the intersection of multiple routes. In its placement of signs, Billings must be aware of “sign clutter” that can diminish the effectiveness of signage overall.

- Sign Design -panel size(s), shape, material and mounting design
- Sign Graphics – symbols, icons, logos (trail, agency and/or funder), colors, themes
- Sign Text – content, font, size, colors



Concept of Horizontal On-Street Wayfinding Signs in Billings



Concept of Vertical On-Street Wayfinding Sign in Billings

Recommended uses for on-street signage include:

- Confirmation signs confirm that a cyclist is on a designated bikeway. Confirmation signs can include destinations and their associated distances, but not directional arrows.
- Turn signs indicate where a bikeway turns from one street onto another street. Turn signs are located on the near-side of intersections.
- Decision signs mark the junction of two or more bikeways. Decision signs are located on the near-side of intersections. They can include destinations and their associated directional arrows, but not distances.

Pavement Markings

- On street markings for bicyclists (bike lane stencils and bike boulevard markings)
- Sidewalk markings for pedestrians (painted, inlaid, sandblasted)
- Trail markings for a variety of trail user types

Markers

- Stone cairns
- Posts, bollards or in ground markers inlaid with directional information

Tactile and Auditory Cues

- Wayfinding for the visually impaired - tactile warning strips, material changes, auditory systems

Maps and Kiosks

- Paper maps (regional city bike maps, trail maps).

- Map kiosks – static and interactive
- Inlaid maps or art features

Interactive Web Sites

- Route planning
- Route sharing
- On-line maps and guides
- ‘Smart Phone’ applications

6.6 Cycle Zones Analysis

The Cycle Zone Analysis (CZA) tool allows the community to better understand which parts of the City are best suited for capturing large numbers of cycling trips, which have greater potential to do so than they are currently, which areas are best suited for strategic investments, and which areas may need innovative bikeway treatments to maximize cycling potential. By breaking the City into zones sharing similar characteristics, it is possible to capture and compare snapshots. Overall, the Cycle Zone Analysis provides:

- A more fine-grained understanding of how cycling conditions differ across Billings
- Divisions to be created that allow custom tailored treatments to improve conditions
- An understanding of where conditions offer the highest potential to create improved bicycling conditions

6.6.1 Data Gathering and Synthesis

The analysis was based on existing data from the City of Billings and Yellowstone County. Existing neighborhood planning boundaries were used to define the cycle zone boundaries used in the analysis—12 zones in total.

The measures that were chosen and the reasoning for their inclusion in the cycle zone analysis equation are discussed in more detail below. In many cases, the selected measures were translated into density units – square acre or linear feet - to account for size variations between zones. The following measures were used for cycle zone analysis:

Table 6.7 – CZA Data Measures

Factor	Description
Road Network Density	Road network length divided by cycle zone area
Road Network Connectivity	Connected Node Ratio (ratio of intersections to dead ends) of the road network in the cycle zone
Topography	Percentage of road network with slope of 5% or greater
Land Use (Population)	Average number of persons per acre in the cycle zone
Land Use (Zoning)	Weighted area of the cycle zone zoned for higher densities of institutional and commercial use
Permeability	Average distance between access points along the perimeter of the cycle zone
Bicycle Network Connectivity	Connected Node Ratio (ratio of intersections to dead ends) of the bicycle network in the cycle zone

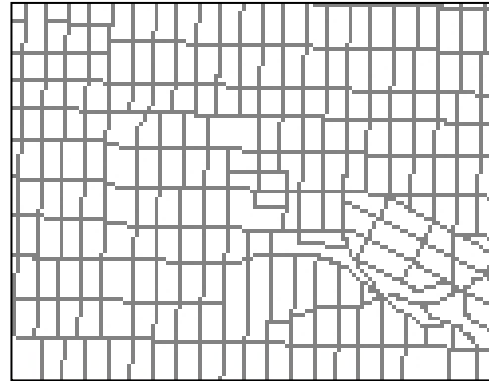
Road Network Density: (ft/square acre)

Definition: The density in linear feet per square acre of all roads in the cycling zone. This includes roads of all types, including local streets, arterials, highways and freeways.

Example:



Sparse network limits rider choice



Dense network facilitates rider choice

Reasoning: A zone with a greater density of roads will facilitate a better cycling experience. Riders will be able to go more places and have greater route choice.

Basic Methodology: GIS tools were used to determine the overall length of roads falling within each cycle zone. This was divided by the zone's acreage to obtain an average road network density.

Bike Network Density: (ft/square acre)

Definition: The density in linear feet per square acre of all the City of Billings' bicycle facilities within a specific cycling zone. The facilities used for this analysis include only existing facilities.

Example:



Pavement markings help cyclists identify and follow bicycle boulevards



Example bicycle lane

Reasoning: The presence of facilities designed for bicyclists increases their comfort and safety. A greater presence of cycle facilities will improve the cycling experience.

Basic Methodology: The bicycle network layer was intersected with the cycle zone boundary, and then the lengths of each segment or partial segment that fell within a specific zone were summed. The resulting number was divided by acreage to obtain the average density

Road Network Connectivity

Definition: A measure of road network connectivity, this number ranging from 0 – 1 represents the ratio of cul-de-sacs and three-way intersections to four- or more way intersections. The closer to one, the more grid-like the street pattern. An overall average score was calculated for each zone.

Example:



Many dead-ends and 3-way intersections are indicators of poor connectivity.



Many 4-way intersections are indicators of good connectivity.

Reasoning: A zone with greater roadway connectivity will facilitate a better cycling experience. Riders will be able to easily go more places and have greater route choice.

General Methodology: GIS was used to determine all points in the City where one road was intersected by at least one other road. The location and number of roads at each intersection point were recorded. For each cycle zone, the overall number of intersections was summed up as well as the number of intersections that were at least four ways. These numbers were used to determine the percentage of intersections that were four-ways or more.

Bike Network Connectivity

Same measure and use as road network connectivity, but applied specifically to the existing on-street bicycle and trail network

Slope: (% greater than 5%)

Definition: The percentage of roads and bikeways with slope greater than 5% for each cyclezone.

Reasoning: Topography can decrease the ease of cycling. A great cycle zone will be relatively flat. Topography is an issue that is difficult or impossible to change and is very important to consider when evaluating the bikability of a zone.

General Methodology: Elevation data from the United States Geologic Service was used to determine the elevation at all starting and ending points of the road segments in the City. The elevations were used to calculate the overall slope for each road segment.

Land Use Mix:

Definition: This factor calculates the degree of concentration of cycling generating land uses in a Cycle Zone.

Reasoning: Commercial and dense residential land use zones generate significantly higher numbers of potential cycling trips than other land uses, such as industrial or low density residential.

Calculation: The methodology involves calculating the overall level of land use mix and assigning weights to the more suitable land use types. All values are then totaled and an average is taken for each zone. Higher scores indicate land uses with greater potential to generate bicycling trips.

Permeability:

Definition: This factor calculates average distance between access points along the perimeter of the cycle zone.

Reasoning: Cycle zones with higher numbers of entrance and exit points provide a greater degree of access to the jobs and housing located within those zones.

Calculation: The methodology involves calculating the density of entry and exist points per square mile.

6.6.2 Model and Zone Scores

Once the cycle zone analysis is complete, the scoring, normalization and weighting of the data occurs. Positive Z-Scores are calculated for each major metric of the Cycle Zone Analysis and then weighting is applied

Table 6.8 – CZA Factors

Factor	Weight			
	Cycling Potential	Existing Bicycle Network Conditions	Overall Existing Conditions	Future Cycling Conditions
Road Network Connectivity	20%	-	10%	-
Road Network Density	20%	-	10%	-
Topography	20%	-	10%	-
Land Use (Zoning)	40%	-	20%	-
Permeability	-	-	10%	-
Bicycle Network Connectivity (existing)	-	50%	20%	-
Bicycle Network Connectivity (planned)	-	-	-	50%
Bicycle Network Density (existing)	-	50%	20%	-
Bicycle Network Density (planned)	-	-	-	50%
Total	100%	100%	100%	100%

Normalization

Because each input factor is measured differently, values must be normalized before being combined and weighted to provide a total score for each cycle zone. Normalized values for each factor scale the lowest-scoring cycle zone's value to zero and the highest-scoring cycle zone's value to one, and preserve the relative value for each cycle zone in between.

Implementation

Composite scores showing the relative quality of the cycling experience in each zone are displayed on maps attached to this report. Higher scores represent areas that have the best cycling conditions. Table 6.9 – Summary of CZA Factor Scores shows the scores for each zone from low to high. This table can be used to understand the existing conditions in each zone, understand the factors that can be changed, and develop a strategy to develop each zone to its maximum cycling potential. In this way projects might be ranked based on their potential to improve the overall cycle zone score. For example, Zone 4 exhibits strong roadway density, good land use, and minimal topography, but has poor bikeway density and connectivity. A potential strategy for Zone 4 would be to prioritize the development of bikeway facilities in that zone over other cycle zones because of its strong bicycle trip generating attributes.

Table 6.9 – Summary of CZA Factor Scores

#	Cycle Zone	Road Density	Road Connectivity	Bikeway Density	Bikeway Connectivity	Land-use	Topography	Permeability	Composite Score (Existing Conditions)
1	West Shiloh								
2	West Central								
3	North Central								
4	East Central								
5	West Alkali Cr								
6	Highlands								
7	South Side								
8	South Central								
9	Blue Creek								
10	Lockwood								
11	North Side								
12	Heights								

Low

High

6.6.3 Outcomes

The existing cycle zone conditions map (Figure 6.11 – Billings Existing Cycle Zone Conditions) provides the baseline conditions for the 12 separate cycle zones. Each cycle zone was analyzed and weighted based on the criteria in Table 6.8 – CZA Factors. The results of the analysis indicate what might be expected—bicycling conditions tend to improve with proximity to downtown Billings. Intuitively this makes sense, given the higher roadway densities and higher commercial land use mix in the inner core. A closer look at Zone 4 however shows that this trend does not automatically hold true. A comparison of the Existing Conditions map (Figure 6.11) and the Cycle Potential map (Figure 6.12 – Billings Cycle Zone Potential) demonstrates that more may be done to improve bicycling conditions in many cycle zones.

The Cycle Zone Potential map (Figure 6.12) illustrates the zones where the existing road network, topography, and land use are conducive to a good bicycling network. The higher the score, the more potential the zone has for generating bicycling trips. Zones with high potential scores and low existing scores are ripe for bikeway development.

Figure 6.13 – Billings Future Cycle Zone Conditions – Full Build-out, shows the improved cycle zone scores with the proposed bikeway network fully built (from Figure 6.1 – Proposed Bikeway and Trail Network). A comparison between Figure 6.12 and Figure 6.13 demonstrates how the proposed bikeway network is maximizing the assets of each cycle zone to reach the highest potential cycle zone score.

Figure 6.11 – Billings Existing Cycle Zone Conditions

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Figure 6.12 – Billings Cycle Zone Potential

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Figure 6.13 – Billings Future Cycle Zone Conditions – Full Build-out

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7 Program and Policy Recommendations

7.1 Introduction

Bicycle and pedestrian programs enhance the biking and walking experience and can be a cost-effective complement to infrastructure investments. Support programs include educational programs, the provision of bicycle parking, and various city programs and policies. This chapter recommends bicycle and pedestrian programs and policies to be implemented in Billings. The concept of Complete Streets is discussed in Appendix C. The goal of these recommendations is to:

- Support and enhance the infrastructure recommendations in this Plan;
- Increase the number of people walking and riding bicycles in the Billings area; and
- Create a safer and more comfortable environment for walking and bicycling.

Recommended programs are organized into the following categories:

- Education
- Outreach
- Enforcement
- Evaluation and Policy
- Safe Routes to School
- Bicycle Parking
- Bicycle /Pedestrian Access to Transit

Recommended programs have been classified by priority to guide the City/County with implementation by the following categories:

1. Short term is defined by action or implementation in the years 2011-2013
2. Medium term is defined by action or implementation in the years 2013-2016
3. Long term is defined by action or implementation after the year 2016. Long term programs are intended to be complimentary to other programs to be implemented in the short and medium term.

7.2 City/County Policy & Procedure Recommendations

The following recommendations represent changes the City of Billings or Yellowstone County can make to existing procedures, policies, and ordinance to positively impact conditions for bicycling / trail use in the Billings Area.

7.2.1 Trail/Bicycle User Counts

The City of Billings has conducted manual counts since 2003 and scanner counts since 2008. This memorandum presents two recommended count schedules. The first recommendation assumes the City of Billings purchases a second automatic counter. The second recommendation assumes the City purchases two additional automatic counters for a total of three.

The bicycle and pedestrian counts program can serve a number of valuable functions that will help the Billings area maintain and improve conditions in an efficient and effective manner.

Grant/Funding Programs: Count data can support grant applications for facility implementation. Improved count data will also allow for improved estimates of activity levels and for likely greenhouse gas levels that a bicycle project will potentially remove from the environment, which is a metric that is increasingly required on grant applications.

Monitoring of Goals: The counts collection program should be organized to systematically calculate performance measures that indicate use and how well the city is achieving its goals for bicycling and walking. This includes conducting counts so that they are comparable with each other.

Project Evaluation: Count data is often used to evaluate newly implemented projects. Staff can use bicycle data to demonstrate the effectiveness of new or temporary programs and infrastructure implementations to their council. Effective project validation can influence the permanence of a particular facility or program, as well as the possibility of expanding a pilot project to other locations.

Future Network/Facility Planning: An ongoing and consistent data collection program will provide a rich data source that can be used to identify trends and justify the allocation of resources for bicycle infrastructure. Effective monitoring of past investments will provide important lessons learned that will inform the location future cycling routes and best practices in terms of facility design. Bicycle data can also serve as an input in the project prioritization process.



Conducting robust bicycle and trail counts will provides a mechanism for tracking trends and progress in Billings over time.

Existing Count Methodology

The current Billings data collection efforts include variation in type of count (manual and automatic) and variation in count dates.

Table 4.4 – Summary of Existing Count Practices and Figure 4.2 – Trail Counts (in Chapter 4 – Existing Conditions) presents the 29 count locations along with count type and description of when counts have been collected. Trail Census data (manual counts) are collected on a regular biennial basis each May however, scanner counts have historically been collected April through October. Year over year scanner counts at the same location are not always collected during the same month.

The variation in the time of year for counts poses a variety of problems. The first issue is that the manual counts may not easily compare to the scanner counts conducted during different seasons. Counts levels in May are likely to differ from count levels in July and August when school is not in session. September and October counts may also differ from May counts because of weather related differences.

Recommended Count Methodology

The City of Billings collects count data for a variety of reasons including for grant application support, monitoring city and community goals, project evaluation, and future planning and it is important that counts are consistent and comparable year over year and to each other. A count program can vary in its comprehensiveness and scope. As with any data collection effort, the benefits of the data volume must be weighed against its intended use and its comparability. In the context of the City of Billings Count Program this can be thought of in terms of variations in 1) the number of count locations and 2) the quality and comparability of data.

The following includes two scanner count schedule recommendations that will be consistent with the manual count effort. Alta recommends that counts are conducted so that they are comparable to each other, while school is in session, and during moderate weather. In order to have comparable count data, the recommended count months are May and June. This two month period allows for a relatively similar comparison between the counts because of the similar weather and time of year. This specific time frame was chosen because school is in session, it does not include traditional family vacation times, and it avoids the colder winter months. Additionally, spring was chosen rather than fall to be consistent with the historic manual counts conducted since 2003.

The first recommendation assumes use of two scanners. The second recommendation assumes use of three scanners.

Schedule A: Two Scanners

Schedule A assumes the City will acquire a second automatic counter. The schedule outlined below in Table 7.1 – Count Schedule A includes a two month count period from May to June and allows for 16 automatic count locations and 6 manual count locations. Where count locations are near schools, the recommended count week is scheduled before the end of the school year. The schedule recommends counts after the school year has ended at the following locations: Coulson Park, Mystic Park, Rimrock Road Trail, Bannister Drain Trail, Midland Trail and at Transtech. These locations are less likely to have school related activity than the others. Count Schedule A requires moving the two automatic counters on a weekly basis. Locations in Tables 7.1 and 7.1 with strikethrough text are locations that the City of Billings is not recommended to continue with.

Table 7.1 – Count Schedule A

Scanner ID	Site	Location	Count Type	Month
~~01~~	Kiwanis Trail	Fence post north of Wicks	~~Scanner Count~~	Removed, duplicated by manual counts
01.A	Kiwanis Trail	By Bitterroot School access	Manual Count	May
02	Two Moon Park Trail	On post entering the park	Scanner Count	May (week 1)
~~03~~	~~Metra Park Trail~~	~~By Two Moon Access Road~~	~~Scanner Count~~	Removed, duplicated by manual counts
03.A	Metra Park	By Frasier Bridge over Alkali Creek	Manual Count	May
04	Coulson Park	By fishing access on fence post	Scanner Count	June (week 2)
05	Mystic Park	Two Moon Park	Scanner Count	June (week 2)
06	Alkali Creek Road	Pedestrian light by Alkali Creek School	Scanner Count	May (week 1)
07	Aronson Road	Pull out just north of the Alkali Cr bridge	Scanner Count	May (week 2)
~~08~~	~~Swords Park Trail~~	~~Sign post just east of trailhead at crossing~~	~~Scanner Count~~	Removed, duplicated by manual counts
08.A	Swords Park	By parking lot	Manual Count	May
09	So. Billings Blvd.	north of Newman Elementary	Scanner Count	May (week 2)
~~10~~	~~Norm's Island~~	~~On post after bridge at access to right~~	~~Scanner Count~~	Removed, duplicated by manual counts
10.A	Norm's Island	By Riverfront Park	Manual Count	May
11	Rimrock Road Trail	Post west of 46th St. W.	Scanner Count	June (week 3)
~~12~~	~~Big Ditch Trail~~	~~On sign just east of Larchwood~~	~~Scanner Count~~	Removed, duplicated by manual counts
12.A	Big Ditch Trail	38th St. W, east of Shiloh underpass, in line with Colton Blvd.	Manual Count	May
13	Zimmerman Road	Light pole north of Ave. E	Scanner Count	May (week 3)
14	Will James Cut	City ROW between Will James & Broadwater	Scanner Count	May (week 3)
~~15~~	~~Descro Park~~	~~On shelter corner towards trail intersection~~	~~Scanner Count~~	Removed, duplicated by manual counts
15.A	Descro Park	By bridge	Manual Count	May
16	Stewart Park Trail	On fence by water pump	Scanner Count	May (week 4)
17	Lampman Strip Park	On directional sign where trail goes along road	Scanner Count	May (week 4)
18	Bannister Drain Trail	Curve Sign south of King by HDR Engineering	Scanner Count	June (week 3)
19	Midland Trail	Tree by Hilton Garden Hotel	Scanner Count	June (week 4)
20	TransTech	By Stillwater Mining	Scanner Count	June (week 4)
21	King Ave. W.	3rd light pole east of Meadowbrook	Scanner Count	June (week 1)
22	Shiloh Trail (New)	Location To be determined	Scanner count	June (week 1)

Schedule B: Three Scanners

Schedule B assumes the City will purchase two automatic counters and use three total for the count effort. The schedule outlined below in Table 7.2 – Count Schedule B includes a two month count period from May to June and allows for 16 automatic count locations and 6 manual count locations. Count Schedule B requires moving the three automatic counter on a weekly basis however it includes counts while school is in session at all locations with the exception of TransTech.

Table 7.2 – Count Schedule B

Scanner ID	Site	Location	Count Type	Month
01	Kiwanis Trail	Fence post north of Wicks	Scanner Count	Removed, duplicated by manual counts
01.A	Kiwanis Trail	By Bitterroot School access	Manual Count	May
02	Two Moon Park Trail	On post entering the park	Scanner Count	May (week 1)
03	Metra Park Trail	By Two Moon Access Road	Scanner Count	Removed, duplicated by manual counts
03.A	Metra Park	Two Moon Park	Manual Count	May
04	Coulson Park	By fishing access on fence post	Scanner Count	May (week 1)
05	Mystic Park	By Frasier Bridge over Alkali Creek	Scanner Count	May (week 1)
06	Alkali Creek Road	Pedestrian light by Alkali Creek School	Scanner Count	May (week 2)
07	Aronson Road	Pull out just north of the Alkali Cr bridge	Scanner Count	May (week 2)
08	Swords Park Trail	Sign post just east of trailhead at crossing	Scanner Count	Removed, duplicated by manual counts
08.A	Swords Park	By parking lot	Manual Count	May
09	So. Billings Blvd.	north of Newman Elementary	Scanner Count	May (week 2)
10	Norm's Island	On post after bridge at access to right	Scanner Count	Removed, duplicated by manual counts
10.A	Norm's Island	By Riverfront Park	Manual Count	May
11	Rimrock Road Trail	Post west of 46th St. W.	Scanner Count	May (week 3)
12	Big Ditch Trail	On sign just east of Larchwood	Scanner Count	Removed, duplicated by manual counts
12.A	Big Ditch Trail	38th St. W, east of Shiloh underpass, in line with Colton Blvd.	Manual Count	May
13	Zimmerman Road	Light pole north of Ave. E	Scanner Count	May (week 3)
14	Will James Cut	City ROW between Will James & Broadwater	Scanner Count	May (week 3)
15	Descro Park	On shelter corner towards trail intersection	Scanner Count	Removed, duplicated by manual counts
15.A	Descro Park	By bridge	Manual Count	May
16	Stewart Park Trail	On fence by water pump	Scanner Count	May (week 4)

Scanner ID	Site	Location	Count Type	Month
17	Lampman Strip Park	On directional sign where trail goes along road	Scanner Count	May (week 4)
18	Bannister Drain Trail	Curve Sign south of King by HDR Engineering	Scanner Count	May (week 4)
19	Midland Trail	Tree by Hilton Garden Hotel	Scanner Count	June (week 1)
20	TransTech	By Stillwater Mining	Scanner Count	June (week 2)
21	King Ave. W.	3rd light pole east of Meadowbrook	Scanner Count	June (week 1)
22	Shiloh Trail (New)	Location to be determined	Scanner count	June (week 1)

September Scanner Counts

In addition to the recommended spring count effort, Alta recommends the City of Billings conduct four scanner counts in September. September is the official count month of the National Bicycle and Pedestrian Documentation project (NBPD). NBPD is a pro bono effort by Alta with support from the Institute of Transportation Engineers (ITE) created to fulfill the need for documentation of bicycle and pedestrian usage and demand. NBPD's basic assumption is that in order to understand existing, future use and demand, agencies need to conduct counts in a manner consistent with each other. Participation by the City of Billings will allow the City to contribute to a growing national database of counts and help researchers and policy experts understand need, exposure and demand.

Table 7.3 – Recommended September Count Schedule, presents a recommended September Count Schedule. The locations were chosen because they represent trails likely to experience the greatest use and benefit from increased trail expansion. This schedule assumes the availability of two automatic counters. If only one counter is available, the schedule may be revised to conduct two counts per week. Official NBPD count days are available at www.bikepeddocumentation.org.

Table 7.3 – Recommended September Count Schedule

Scanner ID	Site	Location	Count Type	Month
04	Coulson Park	By fishing access on fence post	Scanner Count	Week 2
08	Swords Park	Close as possible to manual count location	Scanner Count	Week 2
07	Aronson Road	Pull out just north of the Alkali Cr bridge	Scanner Count	Week 3
16	Stewart Park Trail	On fence by water pump	Scanner Count	Week 3

On-Street Automatic Bicycle Counts

In addition to manual and scanner counts, automatic counts of on-street bicyclists can also provide the City of Billings with important information while minimizing staff time. Manual counts require significant staff time to schedule, coordinate and train volunteers. Automatic bicycle counts on-streets are a more efficient use of staff time.

There are a number of ways to conduct automatic on-street bicycle counts including in-pavement detection and pneumatic tubes. In-pavement detection requires installation of relatively permanent equipment in the street pavement and equipment can cost \$2,000 in addition to installation costs. Pneumatic tubes are a more

affordable option to conduct on-street bicycle counts, particularly if the City already has tubes that detect bicycles. Pneumatic tubes have many benefits including:

1. Easy to move
2. High accuracy
3. Inexpensive
4. Grouping does not pose a significant problem
5. Many can measure travel direction
6. Ideal for temporary counting

It would be a useful exercise for the City of Billings to conduct on-street bicycle counts on roadways in which bicycle lanes are about to be installed to catalogue 'before and after' behavioral changes of corridor roadway users. The City of Bozeman performed such a count in 2005 and recorded a 256 percent increase in bicycling and walking when bike lanes and sidewalks were installed along West Babcock Street.

Table 7.4 – On-Street Bike Lane Count Locations presents recommended locations for on-street bicycle counts (with established bike lanes). Other locations should be added to this table just prior to bicycle lane addition if the section is over 0.75 mile long, or if in the downtown area.

Table 7.4 – On-Street Bike Lane Count Locations

Location ID	Site	Location	Count Type	Month
01	Rimrock Road	Near MSU Billings	Automatic Count	May (Week 1)
02	Poly Drive	13 th Street West	Automatic Count	May (Week 2)
03	N. 30 th Street	9 th Avenue North	Automatic Count	May (Week 3)
04	9 th Avenue North	N. 28 th Street	Automatic Count	May (Week 4)

7.2.2 Bicycle Parking Recommendations

The City of Billings currently has no requirement for the provision of bicycle parking within its Municipal Code. This lack of a requirement has resulted in a built environment where bicyclists cannot count on secure bicycle parking being available at their destinations. As a result, bicycles are seen locked to signs, railings, trees, and other pieces of street furniture in an unsightly and sometimes insecure manner.

Billings City Code section 24-601. Parking deals with bicycle parking and states:

- a) No person shall park a bicycle upon a street, other than upon the roadway against the curb or upon the sidewalk in a rack to support the bicycle or against a building or at the curb, in such a manner as to afford the least obstruction to pedestrian traffic.
- b) No person shall leave a bicycle unsecured in a public place.
- c) "Unsecured bicycle" shall be defined as an unattended bicycle which does not have an independent locking device affixed thereto in a manner so as to deter theft of the bicycle.

(Code 1967, § 11.48.100)

Without requiring bicycle parking the above code renders most bicycle parking methods illegal where there are no bicycle racks, therefore no legal method is typically available to the bicyclist.

Bicycle Parking Recommendations by Land Use

The City of Billings should require bicycle parking by land use, and type of parking. The following suggestions may be incorporated into existing City Municipal Code either within Section 24-601 or as an attachment to the table in Section 6-1203. Off-street parking requirements.

Short Term Bicycle Parking - Bicycle parking meant to accommodate visitors, customers, and others expected to depart within two hours. Standard bicycle racks are typically employed as short-term parking.

Table 7.5 – Recommended Short-Term Bicycle Parking Requirements

Short Term Bicycle Parking Requirements	
Use Type	Required Bicycle Parking Spaces
Warehouses, and freight terminals	1 per 5,000 sq ft of floor space
Wholesale business	10 percent of required auto parking
Food or beverage places with sale and consumption on premises	10 percent of required auto parking
Motor vehicle, machinery, plumbing, heating, ventilating, building material supplies, sales and services	The greater of 2 or 20 percent of required auto parking
Retirement homes and housing projects for the elderly which have received a declaratory ruling from the Montana Human Rights Commission allowing sale or lease of the units exclusively to persons sixty (60) years of age or older	1 per 4 employees
Motel and motor courts	1 per 10 rooms
Hotels	1 per 10 rooms
Hospitals (with less than 100 beds based upon state licensed bed count) and institutions	15 percent of required auto parking
Hospitals (with over 100 beds based upon state licensed bed count)	10 percent of required auto parking
Theaters	The greater of 10 spaces or 5 percent of seating capacity
Churches, auditoriums, bingo parlors 1 and similar places of assembly	10 percent of required auto parking
Stadiums, sports arenas and similar open assemblies	The greater of 10 spaces or 5 percent of seating capacity
Bowling alleys	10 percent of required auto parking
Medical doctor and dental clinics or offices located within the medical corridor:	15 percent of required auto parking
Medical doctor and dental clinics located outside the medical corridor	15 percent of required auto parking
Medical and dental clinic	15 percent of required auto parking
Banks, business and professional offices	1 per 300 sq. ft. of gross floor area
Mortuaries	The greater of 2 or 10 percent of required auto parking
Other retail:	
If less than 5,000 sq. ft. of floor area	15 percent of required auto parking
If over 5,000 sq. ft. of floor area	10 percent of required auto parking
Manufacturing uses, research testing and processing, assembling, all industries	10 percent of required auto parking

Short Term Bicycle Parking Requirements	
Libraries and museums	20 percent of required auto parking
School, elementary, and junior-high public, private or parochial	1 per 5 students
School, high school, college-public or private	1 per 10 students
Service stations, and drive-in restaurants	1 per 4 employees
Residential, single-family or duplex	None
Residential, multifamily	The greater of 2, or 1 per unit (if no garage is available)
Fraternity and sorority	1 per bedroom
Boarding houses, lodging homes and similar uses	1 per 3 bedrooms
Convalescent homes, nursing homes, rest homes	1 per 4 employees

Long Term Bicycle Parking - Bicycle parking meant to accommodate employees, students, residents, commuters, and others expected to park more than two hours. This parking is to be provided in a secure, weather-protected manner and location. The City of Billings should consider the following long-term bicycle parking recommendations. Covered bicycle racks or lockers are typically used as long-term bicycle parking.

Table 7.6 – Recommended Long-term Bicycle Parking Requirements

Long Term Bicycle Parking Requirements	
Use Type	Required Bicycle Parking Spaces
Residential Categories	
Multi-Family	The greater of 2, or 1 per unit (if no garage is available)
Single Family	None
Commercial Office	The greater of 2 or 10 percent of required auto parking
Restaurants, cafes, bars and similar uses	The greater of 2 or 5 percent of required auto parking
Retail store and service establishments	The greater of 2 or 5 percent of required auto parking

Recommended Bicycle Rack Design

Billings may wish to provide guidance to developers who are selecting bicycle racks for installation by specifying rack designs specifically in city code. Many commercially available rack types do not provide a high standard of service to the user. The following is based on guidance published by the Association of Pedestrian and Bicycle Professionals (APBP).

Encouraged Bicycle Rack Types

'Inverted U', or 'Staple' Rack

This type of rack is typically secured to a concrete base and is very secure and easy to use.



Coat Hanger Rack

This rack if used properly can support a bicycle at two points and can operate fixed to a concrete base or can be moved where needed.



Post and Loop or 'Lollypop' Rack

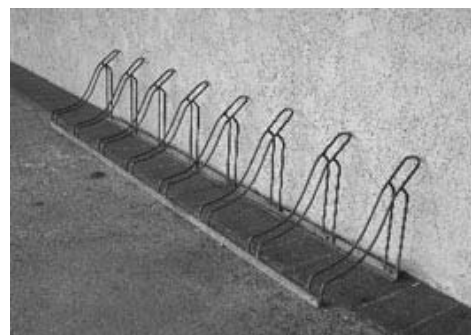
This rack has many of the same characteristics as the Inverted U rack, but is more compact. Can be installed in series (shown) or along a curb line in the sidewalk furnishing zone.



Discouraged Bicycle Racks

Wheelbender Rack

This rack only supports the wheel of the bicycle and can cause serious damage to the bicycle if twisted while secured in the rack. This rack also does not work with all types of locks.



Comb Rack

This rack suffers from many of the same shortcomings as the wheelbender type rack where only the front or rear wheel of the bicycle is supported. Many users of this rack type lift their bicycle over the top and rest the frame on the rack to allow use of a bicycle lock.



Wave Rack

To properly use this rack the cyclist places the bicycle through the 'wave' pattern where it is only supported at one point. Bicycles parked in these racks are unstable and frequently tip over. Many cyclists park their bicycle sideways in this rack to gain stability, thereby reducing the capacity by 60-80 percent.



Downtown Billings Bicycle Parking Recommendations

Central Business Districts (CBDs) are often hotbeds for bicycle activity due to the high density of employment, restaurants and services. CBDs are often under supplied in free vehicle parking, with many visitors unable to find parking in the immediate vicinity of their destination. Riding a bicycle downtown can offer many advantages to driving, including the ability to park a bicycle at the visitor's intended destination. Billings has recently installed bicycle racks as part of the new Broadway Streetscape Project.

Bicycle-Transit Parking Considerations

The MET already has bike racks on all buses available at no charge, providing a tangible multimodal benefit for Billings bicyclists. Clear directions for loading and unloading bikes on buses are available on the MET Transit web page. In addition, bike racks are available at transfer stations. In the future as bus shelters are built, a bike rack should be provided so that if the bus racks are full the bicyclist will have the option of securely leaving the bicycle behind.

7.2.3 Bicycle and Pedestrian Advisory Committee

Like many cities, Billings already has a designated Bicycle and Pedestrian Advisory Committee (BPAC) made of citizen volunteers to advise the community leaders on bicycling and pedestrian issues and to make recommendations for CTEP projects. The BPAC establishes the area's commitment to making bicycling and walking safer and more desirable, and has the potential to assist the City in securing funding for bicycle and pedestrian projects. Having an established BPAC is also desirable for receiving Bicycle-Friendly Communities (BFC) designation.

The charges of the BPAC may include some or all of the following:

- Review and provide citizen input on capital project planning and design as it affects bicycling and walking (e.g., corridor plans, street improvement projects, signing or signal projects, and parking facilities)
- Review and comment on changes to zoning, development code, comprehensive plans, and other long-term planning and policy documents
- Participate in the development, implementation, and evaluation of Bicycle/Pedestrian Master Plans and bikeway and pedestrian facility standards
- Provide a formal liaison between local government, staff, and the public
- Develop and monitor goals and indices related to bicycling and walking in the jurisdiction
- Promote bicycling and walking, including bicycle and pedestrian safety and education

Because BPAC members are volunteers, it is essential to have strong staffing supporting the committee in order for it to be successful. The Alternate Modes Coordinator is the logical liaison to the BPAC and should take charge of managing the application process, managing agendas and minutes, scheduling meetings, bringing agency issues to the BPAC, and reporting back to the agency and governing body about the BPAC's recommendations and findings.

7.2.4 Alternate Modes Coordinator

The City of Billings currently contracts a part time (25 hour-a-week) designated Alternate Modes Coordinator for services previously provided by a part time employee. Since 1999, this position has had a profound impact on the growth of the Billings area non-motorized system and been involved with over \$10 million in project grants, a large portion of which would not have been secured without the focus provided by this dedicated position. In order for the goals of this plan to be realized, the Alternate Modes Coordinator should be the primary staff person overseeing implementation. In addition, the Alternate Modes Coordinator may have many other duties, including:

- Monitoring the design and construction of bikeways and trails, including those constructed in conjunction with private development projects
- Ensuring bicycle and pedestrian facilities identified in specific plans are designed appropriately and constructed expediently
- Serving as the staff liaison to the Bicycle and Pedestrian Advisory Committee
- Coordinating implementation of the recommended projects and programs listed in this Plan
- Identifying new projects and programs that would improve the community's environment for bicycling and walking
- Coordinating evaluation of projects and programs
- Pursuing funding sources for project and program implementation
- Updating the City website about bicycling, walking, and trail resources
- Completing the Bicycle-Friendly Communities application to the League of American Bicyclists

It is recommended that the City of Billings provide dedicated funding for this important position and re-instate it as a staff position. The City/County should also consider designating this position as a full time position in the future.

7.3 Recommended Education Programs

7.3.1 Bicycling Skills Courses

Purpose: Provide bicyclists with needed road handling skills

Audience: Current and potential bicyclists

Most bicyclists do not receive any training on safe cycling practices, the rules of the road, and bicycle handling skills. Cycling skills courses can address this education gap. Two League-Certified Instructors are currently available in Billings to teach the League of American Bicyclists curriculum. These courses, currently offered through BikeNet and the City of Billings Recreation Division, should continue to be offered in the future.

Sample programs:

- CAN-bike, Canada: <http://www.toronto.ca/cycling/canbike/canbike.htm>
- League of American Bicyclists, USA: <http://bikeleague.org/programs/education/courses.php>

7.3.2 Bicycling Legal Guide

Purpose: Educate the public about the legal rights and responsibilities of bicycling

Audience: Current and potential bicyclists

Many bicyclists do not receive complete information about the legal status of bicycles on roadways or their rights and responsibilities. This is not surprising considering that most children do not receive bicycle education in school, nor do most drivers receive information about bicycling when they get a driver's license. A clear Bicycling Legal Guide will help to fill this information gap. The guide should be developed with input from the legal profession. It may be possible to identify a core team of volunteers or from the Bicycle and Pedestrian Advisory Committee who can develop the guide.

Sample guide: http://www.stc-law.com/pdf/Pedal_Power_Jun19.pdf

7.3.3 Law Enforcement Training

Purpose: Educate law enforcement officers on bicycle laws and safety

Audience: Police officers

Most law enforcement professionals do not receive training specific to bicycle laws, handling, or safety. Police education efforts can help officers improve public safety and enforce existing laws more effectively by providing them with training about laws and statutes pertaining to bicycling; information about common crash types and causes; how to prevent and enforce against the most serious offenses; knowing options for enforcement and education (e.g. when a citation vs. warning should be issued, diversion class options, and safety materials that can be handed out during a traffic stop or public event).

Currently, Billings Police Department Bike Patrol members receive training through the International Police Mountain Bike Association. The training covers bicycle handling and maintenance, riding skills, and bicycle patrol procedures. It is recommended that further training about Montana-specific laws and statutes pertaining to bicycling, common crash types and causes, and how to prevent and enforce against the most serious offenses be offered to supplement these topics. The training should be offered to all officers who may be involved in traffic stops.

There are numerous program models and resources available on the subject of law enforcement and bicycles. The National Highway Traffic Safety Administration (NHTSA) developed a national training course covering many topics, including why and where people bicycle, the role of law enforcement in bicycle safety, problem identification, bicycle safety self-assessment, department bicycle safety assessment, building community partnerships, and creating and promoting bicycle safety programs. NHTSA also developed a short roll call video on the subject of enforcing law for bicyclists. The NHTSA program could be used as a basis for a local program, but it will be essential to develop the Montana-specific legal section. If the Bicycling Legal Guide (referenced above) has been created before the police training is implemented, it can serve as a textbook for the legal portion of the training.

More information: <http://www.bicyclinginfo.org/enforcement/training.cfm>

7.3.4 Bicycle and Trails Map

Purpose: Encourage walking and biking by providing route and facility information and highlighting walking and bicycling destinations

Audience: General public

One of the most effective ways of encouraging people to bike and walk is through the use of maps and guides to show that the infrastructure exists, to demonstrate how easy it is to access different parts of the city by bike and on foot, and to highlight unique areas, shopping districts or recreational areas. Biking/trail maps can be used to promote tourism to an area, to encourage residents to bike or walk, or to promote local business districts. Maps can be citywide, district-specific, or neighborhood/family-friendly maps. Maps can be paper or interactive online maps.



Bicycling and trail maps should be kept up to date and made readily available.

The City of Billings already has a recently-updated Tour Map showing bikeways and trails. The Alternate Modes Coordinator is in charge of managing Tour Map updates in the future as new facilities are implemented, as well as managing printing and distributing maps to bike shops and public buildings. Future maps should provide additional focus to the on-street bikeway network of bike lanes, routes and boulevards.

Sample maps:

- Des Moines (IA) Regional Trails Map
(online): <http://www.dsmbikecollective.org/node/74/zoomify>
- Long Beach (CA): <http://admin.longbeach.gov/civica/filebank/blobdload.asp?BlobID=27418>

7.3.5 Diversion Class

Purpose: Educate motorists, bicyclists, and pedestrians on roadway safety and traffic laws

Audience: General public, usually first-time offenders of particular traffic violations

A diversion class is offered to first-time offenders of certain bicycle-related traffic violations, such as cyclists running a stoplight or motorists speeding in a school zone. It can be aimed at bicyclists and/or motorists. In

lieu of a citation and/or fine, individuals can take a one-time free or inexpensive class instead. In Marin County (CA), interested citizens can take the class even if they did not receive a ticket. This program is a good way to educate road users about bicycle rights and responsibilities, and can also increase public acceptance of enforcement actions against bicyclists. The BPAC and the Alternate Modes Coordinator should seek funding and partnership to create and implement a diversion class.

Sample program:

- Marin County
(CA): <http://www.marinbike.org/Campaigns/ShareTheRoad/Index.shtml#StreetSkills>

7.4 Recommended Outreach Programs

7.4.1 Bike Month

Purpose: Encourage bicycling to work and school through fun, social activities and incentives

Audience: Commuters

Bicycling to work is a great way to get exercise, save money, reduce pollution, and have fun. Cities and towns across the country participate in Bike to Work Week, Month, or Day. The City of Billings has helped to organize a Bike Month activities, which have included a commuter challenge. The City should continue and expand this event.

The League of American Bicyclists (LAB) hosts a website for commuters and event organizers. The website contains information on nationwide and local events, an organizing handbook, and tips for commuters. Common elements include:

- Commute 101 workshops in advance of Bike-to-Work Day
- Guided commutes or group rides to increase comfort and familiarity with bicycling routes
- “Energizer Stations” to reward commuters with treats and incentives
- Workplace/team bicycling challenges for most miles, highest percentage of days, etc.
- Celebrity events (e.g. Mayor bikes to work with news team, bike/bus/car race)
- Post-work celebration
- Bike-to-school events



Bike Month encourages bicycle commuting through incentives and supportive activities.

More information: <http://www.bikeleague.org/programs/bikemonth/>

7.4.2 Helmet Giveaways

Purpose: Provide low-cost or free helmets to children

Audience: Children

Helmets are required for bicyclists under the age of 16 by ordinance in Billings. Many children do not currently have a helmet, perhaps because their parents do not feel they have the resources to provide one, or because their parents do not understand the value of helmets. St. Vincent's Hospital currently operates a helmet giveaway program and the City could partner with them. Simple, but safe helmets can be purchased very inexpensively in bulk (generally for less than ten dollars). It may be possible to partner with local hospitals, health care providers, or public health agencies to fund and promote this program.

7.4.3 Lights On Campaign

Purpose: Encourage bicyclists to use lights after dark

Audience: Bicyclists

While Montana state law requires bicyclists to use lights at night, bicyclists riding without lights are common in Billings. Many bicyclists, especially students, are unaware that lights are required by law, or they have simply not taken the trouble to purchase or repair lights. Research shows that bicyclists who do not use lights at night are at much greater risk of being involved in bike-car crashes. For these reasons, increasing bicycle light usage is a top priority for Billings, and a successful effort will reduce crash risk for bicyclists.

Every fall in the Netherlands, as days get shorter, a national *Lights On* campaign reminds bicyclists to use bicycle lights. This campaign focuses several complementary strategies into a short time frame for maximum impact, pairing media messages (ads, posters, radio spots, and TV ads) with police enforcement of 'fix it' tickets.

A similar *Lights On* campaign is recommended for Billings. This type of campaign is most effective in the fall, tied either to the start of the school year or the end of daylight savings time. *Lights On* campaigns can target university students if there is a perceived problem with light use by that population.

The Billings *Lights On* campaign should include the following elements:

- Well-designed **graphic ads**, to be placed on transit benches, transit vehicles, and local newspapers. Ad space may be purchased or donated. Small-format ads can be placed on bike handlebars as well if desired.
- **Police enforcement** of bike light laws. This enforcement will be most likely to result in behavior change if the bicyclist is able to avoid penalty if they obtain a bike light. Ideally, the police give a warning, explain the law, and then install a bike light on the spot. If this is not possible, the bicyclist should receive a 'fix it ticket' along with a coupon for a free or discounted light at a local bike shop; once the bicyclist shows proof that they have purchased a bike light, their fine will be waived.



This poster from Marin County, CA uses simple graphics to communicate the importance of using bicycle lights.

- **Partnership with local cycling groups** to get the word out to their members and partners. These groups can be counted as campaign partners at no cost to them, enhancing the campaign's credibility and community exposure. Groups should be supplied with key campaign messages to distribute to their constituents along with coupons for free or discounted bike lights.
- **Earned media outreach:** The City of Billings should distribute media releases with statistics about the importance of using bike lights, relevant legal statutes, and the campaign's goal, timing, activities, and partners. If possible, a meeting with local media editorial boards should be sought.



Every fall, Dutch cyclists find these bike hangers on their bikes to remind them to use lights.

Depending on partners, volunteer capacity and interest, the Billings *Lights On* campaign may also include the following:

- **In-school presentations** about bike lights, including reflective material giveaways
- A community **bike light parade** with prizes
- **Discounts on bike lights and reflective gear** at local bike shops during the campaign (publicized through the campaign outreach)
- Volunteers stationed at key intersections on trails and bikeways who **thank bicyclists using bike lights** and reward them with a small gift

Sample programs:

- Fietsersbond (national bicycle organization) - The Netherlands: <http://www.fietslichtaan.nl/>
- San Francisco Bicycle Coalition: <http://www.sfbike.org/?lights>
- Portland (OR) Bureau of Transportation: <http://www.portlandonline.com/transportation/index.cfm?&c=deibb&a=bebfjh>

7.4.4 SmartTrips Program

Purpose: Decrease car use and increase bicycling, walking, and transit use

Audience: General public within a defined target area

SmartTrips programs are shown to reduce drive-alone trips by approximately 10 percent and increase bicycling, walking, and transit use within a target area. The program invites residents or employees of the target areas to order a customized information packet containing travel information (e.g. an event calendar, walking and bicycling maps, a bicycling guide, transit maps and schedules, etc.). Customized packets are assembled and delivered (by bicycle where possible) to residents at their homes or employees at their workplaces, along with an incentive gift of their choice.



Residents often do not know where to find walking and cycling resources; a *SmartTrips* program delivers brochures, maps and incentives directly to their homes.

In addition to the customized information packet, the program also hosts numerous encouragement activities such as group walks, guided bicycle rides, and classes and workshops. Trained staff appear at community or employer events to answer questions about walking, bicycling, and transit use.

This approach is based on the annual award-winning City of Portland (Oregon) *SmartTrips* program, which has consistently shown a 9-13 percent reduction in drive-alone trips in the selected target area since 2004 at a cost of approximately \$20 per household.

This evidence-based program should be a key aspect of the City of Billings' efforts to increase bicycling and trails use. A thoughtful rollout strategy will select appropriate target areas based on factors known to indicate that a *SmartTrips* program can be successful (moderate to high residential density, availability of walking/bicycling infrastructure and transit service, commercial and community destinations within reasonable distance of homes, etc.) and work closely with local partners and agency staff to implement a pilot program.

Implementation of a *SmartTrips* Program would likely require additional staffing within the City.

Sample Programs:

- Portland (OR) *SmartTrips*: <http://www.portlandonline.com/transportation/index.cfm?c=43801>
- *SmartTrips* St. Paul (MN): <http://www.smart-trips.org/>

7.4.5 Road User Respect Campaign

Purpose: Increase respectful behavior between bicyclists, pedestrians, and motorists

Audience: All road users

A high-profile marketing campaign that highlights the importance of respect between bicyclists, pedestrians, motorists, and professional drivers (such as transit drivers) is an important part of creating awareness of walking and bicycling and improving safety for all road users. A well-produced safety campaign will be memorable and effective. Most importantly, the campaign should emphasize responsibility and respect between road users.

One good example is the New York City “Biking Rules” campaign, which encourages bicyclists to pledge to respect pedestrians through a simple code of conduct as well as community-produced videos. Other examples include the Portland (Oregon) “I Brake for People” campaign and the Sonoma County (California) Transit “You’ve got a friend who bikes!” campaign.

A Respect Campaign in the City of Billings should combine compelling graphics and messages with an easy-to-use website focused at motorists, pedestrians, and bicyclists. The safety and awareness messages can be displayed near high-traffic corridors (e.g., on billboards), printed in local publications, and broadcast as radio and/or television ads.

Sample programs:

- NYC Biking Rules Campaign: <http://bikingrules.org/>
- Sonoma County (CA): <http://www.sctransit.com/bikesafe/bikes.htm>
- Portland (OR) “I Brake for People”: <http://bikeportland.org/2007/10/15/pdot-to-launch-pedestrian-safety-campaign-5564>



Campaigns that appeal to road users’ sense of shared responsibility and respect are more effective than those that lecture the public.



Respect campaigns increase the general public’s awareness of bicycling and can be used to promote safe roads for all users.

7.4.6 Share the Trail Campaign

Purpose: Encourage responsible, respectful behavior by trail users

Audience: Users of shared-use trails

As Billings’ trail system expands, it is likely to experience a high level of enthusiastic community use. Based on the experience of other towns and cities, conflicts between trail users may become an issue as more and more people use trails. Some communities have launched successful “Share the Trail” events to help educate users about safety and courtesy. Share the Trail campaigns can be run by agencies, nonprofits, or any user group (equestrians, hikers, etc.). These programs educate users about expected behavior and how to limit conflicts. Volunteers often give out brochures and engage with users in a non-confrontational way. Volunteers can also report back to trail agencies about trail damage, erosion, or vandalism. Media outreach should be included as

well. Common strategies include a bicycle bell giveaway, handing out maps and information, posting signs, informational booths, and ‘stings’ that reward good behavior.

Sample programs:

- Share the Trail (Marin, CA): <http://www.sharethetrail.org/about/>
- Share the Path (Portland, OR): <http://www.bta4bikes.org/btablog/2007/07/24/path-users-share-300-bike-bells-and-50-scoops-of-ice-cream-on-saturday/>

7.4.7 Bicycle-Friendly Communities Designation

Purpose: Assess progress and celebrate success made towards improving bicycling conditions

Audience: N/A

The League of American Bicyclists has a well-respected Bicycle-Friendly Communities (BFC) award program. Communities fill out a detailed application that covers bike-related facilities, plans, education efforts, promotion initiatives, and evaluation work that has been completed by the jurisdiction. The award is designed to recognize progress that has been made, as well as assist communities in identifying priority projects to improve bicycling conditions. Receiving the award is a media-worthy event, and may give elected officials the opportunity to receive media coverage for the positive work they are doing. Awards are granted for Bronze, Silver, Gold, and Platinum bicycle-friendly communities.

Billings has already received a Bronze rating from the League of American Bicyclists in 2008. As progress towards implementing this Plan is made, the Alternate Modes Coordinator should complete a new Bicycle-Friendly Community application to request promotion to Silver, Gold and, eventually, Platinum ranking.

7.4.8 Bicycling and Trails Website

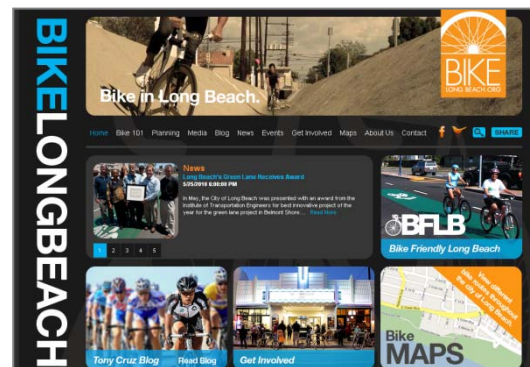
Purpose: Provide Billings bicycling information on a single website

Audience: General public

The City of Billings website has information about bicycling in numerous locations, including information about the Heritage Trail System (on the Billings Parks and Recreation website), the Bike & Ride Program (on the MET Transit web page), bicycle registration (on the Crime Prevention web page), the Bicycle Patrol (on the Police web page), and Transportation Options (on the Wellness web page). In addition, the BikeNet website offers resources for bicyclists such as maps, safety materials, and event news. It would benefit existing and potential bicyclists to have a single website to reference for information about laws, route planning, tips, and groups and events. Using the resources found on existing websites, the City of Billings, in partnership with the BPAC, should consolidate resources into a “one-stop shopping” website aimed at bicyclists.

The consolidated Billings bicycling website should contain existing and new elements, which may include:

- A list of all bicycling groups, including clubs, racing teams, and advocacy groups



A “one-stop” bicycling and trails website can help eliminate barriers to bicycling.

- Information about the Bicycle and Pedestrian Advisory Committee (including how to get involved, meeting times and dates, agendas and minutes, etc.)
- Information about current projects and how to get involved (e.g., public meetings, comment periods)
- Maps and brochures (e.g., links to online maps and brochures, where to find in person, and how to request mailed materials)
- Links to laws and statutes relating to bicycling
- Information about bicycling events (e.g., rides, classes, volunteer opportunities) and an events calendar
- A list of local bike shops, including phone number and address
- Relevant City and Recreation Department phone numbers
- Popular riding routes

Sample website: Bike Long Beach (CA) - <http://www.bikelongbeach.org/>

7.4.9 Municipal Bike Fleet

Purpose: Promote work-related trips by bicycle; reduce daytime auto trips

Audience: City employees

Cities are starting to see the benefits of establishing bike fleets for employee use during the day. They can be used for errands or meetings during the day or recreational rides during lunch. Many of these daytime trips, particularly within a downtown or employment center, are within bicycling distance. Bike fleets reduce a public agency's dependence on automobile fleets or personal vehicles and associated employer reimbursements. Because Billings is compact, a municipal bike fleet would be a great asset to city employees.

City of Billings fleet bikes should have racks and fenders, and should be available for check out from administrative staff. Periodic safety checks and necessary maintenance should either be assigned to a City employee with appropriate skills and interest, or can be contracted with a local bike shop.

Sample Program: Humana's Freewheelin' program: <http://www.freewheelinwaytogo.com/FWWelcome.aspx>

7.4.10 Bicycle Benefits Program

Purpose: Create incentives for bicycling

Audience: Current and potential bicyclists

The Billings Bicycle Club launched a Bicycle Benefits program, which offers discounts to local shops for bicyclists. Participants identify themselves through a sticker on their bicycle helmet. It is recommended that the Billings Bicycle Club or Billings BPAC continue and expand this program. The Bozeman Area Bicycle Advisory Board has recently inherited stewardship of the program in Bozeman.

Program Website: <http://www.bicyclebenefits.org>

7.5 Recommended Evaluation Activities

7.5.1 Bicycle and Trails Report Card

Purpose: Assess progress towards achieving the goals of this Plan

Audience: City staff, elected officials, and the general public

In order to assess the effectiveness of the Billings Bikeway and Trails Plan, it is important to track accomplishments and whether the Plan is meeting its stated timeline and objectives.

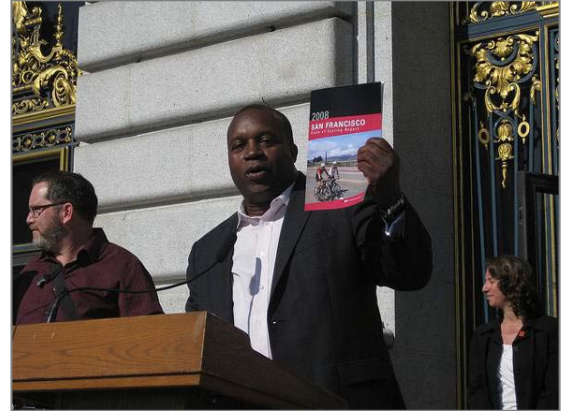
An annual report should include relevant cycling metrics (number of riders, new on-street and off-street biking facility miles, major completed projects, crashes) and may also include information on user satisfaction, public perception of safety, or other qualitative data that have been collected related to walking and bicycling. Cumulative bikeway and trail mileage should be shown to demonstrate long-term progress in improving infrastructure.

In addition, a report assessing completion of Plan goals and objectives should be included (e.g. progress towards objective 2H (“Complete a 30-mile loop trail that would surround the Billings urban area”).

The annual report should be shared with funders, stakeholders, decision makers, and the general public.

Sample annual reports:

- City of New York (NY): http://www.nyc.gov/html/dcp/pdf/transportation/bike_survey.pdf
- City of San Francisco (CA): http://www.sfbike.org/download/reportcard_2006/SF_bike_report_card_2006.pdf
- City of Copenhagen, Denmark: http://www.vejpark2.kk.dk/publikationer/pdf/464_Cykelregnskab_UK.%202006.pdf



Reports should be shared with the public to demonstrate the region’s commitment to improving walking and cycling.

7.5.2 Crash Reporting Policies

Purpose: Create reliable database of bicycle and pedestrian crashes

Audience: Agency staff

In order to assess whether safety for bicyclists and trail users is improving, it is essential to create a system to track crashes involving bicycles and gather complete crash data. The current crash reporting system is difficult to use, especially for locating and mapping multiple crash sites. It is recommended that the City of Billings work with the Montana Highway Patrol and the Montana Department of Transportation to update the Statewide crash reporting and records systems to better track pedestrian and bicycle involved crashes.

The resulting system should:

- Record the location of crashes using coordinates (permitting the location to be automatically mapped)
- Use consistent crash type codes that differentiate between common crash types (e.g. left-hook vs. right-hook crashes)
- Include non-injury crashes
- Include crashes on private property
- Include crashes on trails/shared-used paths
- Include non-vehicle crashes

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8 Implementation

8.1 Bikeway and Trail Network Prioritization

This section summarizes the methodology for prioritizing recommended improvements to the Billings bikeway network. Prioritizing these projects will allow Billings to identify high priority projects and provide a foundation for implementation phasing. The prioritization framework relies upon facility-based criteria, as described in the following sections.

8.1.1 On-Street Bicycle Facility Scoring Criteria

Public Input

The Billings Area Bikeway and Trail Master Plan has engaged the public through the public workshop and mapping exercise. Feasible recommended projects with demonstrated public endorsement will qualify for this prioritization criterion.

Proximity to Schools

To encourage more students to walk and bicycle to school, proposed facilities that connect to, or travel within 1/4 mile of K-12 schools (public and private), Montana State University-Billings and Rocky Mountain College would qualify for this prioritization criterion.

Connectivity to Existing Facilities

Bicycling is typically higher along designated facilities. Creating connectivity to existing bike facilities enable more trips to be made by bike, and provides bicyclists of varying capabilities multiple routes for reaching their destination. Facilities that connect to an existing bikeway will receive this scoring criterion.

Connectivity to Proposed Facilities

In addition to the existing bikeway network, the Billings Area Bikeway and Trail Master Plan will be proposing the addition of many projects throughout the Billings area. While not as immediately effective for bikeway continuity, facilities that connect to proposed facilities will help create a robust network. Proposed facilities that intersect with other proposed facilities will be awarded this criterion.

Network Gaps

Gaps in the bikeway network discourage bicycling because they limit route continuity or require bicyclists to choose less direct paths to access their destinations. Some bicyclist feel “stranded” when a facility abruptly ends, sometimes forcing them to ride on a street that does not accommodate their proficiency level. Facilities that fill gaps in the existing bikeway network will qualify for this criterion.

Connections to Activity Centers

Activity centers are the major trip-driving destinations within Billings (e.g. parks, commercial districts, large employment centers, etc.). By increasing bicycle accessibility to major activity centers, the Billings Area Bikeway and Trail Master Plan can reduce traffic congestion and support residents and visitors who choose to bicycle or walk for transportation. Projects that connect to these centers qualify for this prioritization criteria.

Street Widening Projects

Street widening often accompanies new development or other street projects. As Billings continues to expand, bicycle facilities should be installed when a street is scheduled to be widened. Furthermore, when bike facilities are included in the Bike Plan, developers may be required to construct the bike facilities that are located on the streets they are developing. This can be an added benefit to the city as Billings will not have to pay for the construction of these bikeways. Facilities that coincide with street widening projects will meet this scoring criterion.

Downtown

Downtown Billings is a major trip generator for the region. Downtown is a major entertainment, commercial and employment hub. As such, it is the destination for many daily trips in Billings. Providing adequate, and a variety of bikeway connections to downtown can positively impact daily bicycle use in the City. Bikeway facilities that provide direct or secondary connectivity to downtown will qualify for this criterion.

Cycle Zone Analysis Scoring

The Cycle Zone Analysis (CZA) tool allows the City to better understand which parts of the City are best suited for capturing large numbers of cycling trips. Using the CZA tool for the proposed bikeway facilities, bikeways that score high in terms of generating more bicycle trips will meet this scoring criterion. See section 6.6 for background and methodology regarding Cycle Zones Analysis.

Ease of Implementation

Bike facilities range in project readiness and amount of reconfiguration or prior work that needs to be completed before a facility can be installed. Some streets can accommodate bike lanes with little effort; where as other projects may require significant changes to the travel lanes, medians, street parking, etc. Many cities choose to pursue the “low-hanging fruit” projects to achieve quick wins and build support for more politically complex projects. Bikeway projects that require minimal changes to the built environment will score higher on this criterion.

8.1.2 Trail Scoring Criteria

Public Input

Identical to On-Street Criteria.

Proximity to Schools

Identical to On-Street Criteria.

Connectivity to Existing Facilities

Identical to On-Street Criteria.

Connectivity to Proposed Facilities

Identical to On-Street Criteria.

Network Gaps

Identical to On-Street Criteria.

Connections to Activity Centers

Identical to On-Street Criteria.

Jurisdiction

The proposed trail network encompasses projects within the Billings city limits and within unincorporated Yellowstone County. Trails that exist completely within the Billings city limits or within existing public right-of-way have both a more central location and may be more useful as a starting point during network expansion efforts. Conceptual trails over privately held property in unincorporated areas may not represent high value investments until the network is more developed.

Cycle Zone Analysis Scoring

Identical to On-Street Criteria.

Ease of Implementation

Trail facilities can vary considerably in their ease of implementation. Trail alignments that deal with utility companies, private land owners and railroads may be the most difficult and expensive to realize. Conversely, trails within public rights-of-way and on public lands may be much more straight forward to develop. Topography, length, cost, underlying land ownership, and barriers due to natural features such as the Yellowstone River, or the rim can all impact a project's ease of implementation.

8.1.3 Scoring Measures

The criteria discussed in the previous section were applied to each facility. Each on-street bikeway recommended in Chapter 6 was assigned a numeric value to the degree it meets the criteria requirements. The criteria values are outlined in Table 8.1 – On-Street Bikeway Criteria Scoring and Weight. Proposed trail projects were also assigned criteria values outlined in Table 8.2 – Trail Criteria Scoring and Weight. The criteria scoring (multipliers) were provided by the Billings Area Bikeway and Trail Master Plan Project Steering Committee to emphasize, or de-emphasize its relationship to the overall bikeway network. Tables 8.3 through 8.6 apply the scoring criteria and weights to each proposed facility segment for bike lanes, bike routes, bicycle boulevards and trails. A higher score indicates a particular segment will have a high value to the on-street bikeway network. In general, it is recommended that higher scored facilities should be implemented first; however, the City of Billings should also be opportunistic and construct lower scored bikeway projects when they can be integrated into larger or previously scheduled projects. Private developers should be encouraged to construct bikeways where they lay within project boundaries or within mitigated areas.

Table 8.1 – On-Street Bikeway Criteria Scoring and Weight

Criteria	Score	Multiplier	Total	Description
Public Input	2	2.0	4	Street was identified by the public as desirable for a future facility (multiple times).
	1	2.0	2	Street/location was identified by the public as desirable for a future facility (once).
	0	2.0	0	Was not identified by the public as desirable for a future facility.
Proximity to Schools	2	3.0	6	Direct access to a Billings school.
	1	3.0	3	Secondary access to a Billings school (within 1/4 mile).
	0	3.0	0	Does not directly or indirectly access a Billings school.
Connectivity - Existing	2	3.0	6	Direct access to an existing bicycle facility.
	1	3.0	3	Secondary connectivity to an existing bicycle facility.
	0	3.0	0	Does not directly or indirectly access an existing bicycle facility.
Connectivity - Proposed	2	1.0	2	Direct access to a proposed bicycle facility.
	1	1.0	1	Secondary connectivity to a proposed bicycle facility.
	0	1.0	0	Does not directly or indirectly access an proposed bicycle facility.
Network Gaps	2	3.0	6	Facility fills a network gap between two existing facilities.
	1	3.0	3	Facility fills a network gap between an existing facility and a proposed facility.
	0	3.0	0	Does not directly or indirectly fill a network gap.
Connectivity - Activity Centers	2	2.0	4	Connects to a major trip-driving destination in Billings.
	1	2.0	2	Secondary connectivity to a major trip-attracting destination in Billings.
	0	2.0	0	Bikeway is located on a project scheduled for street widening (1-5 years).
Street Widening Projects	2	3.0	6	Bikeway is located on a project scheduled for street widening (5-10 years).
	1	3.0	3	Bikeway is not located on a project scheduled for street widening.
	0	3.0	0	Does not directly or indirection access a transit station with a half mile.
Connectivity - Downtown	2	1.0	2	Direct access to downtown.
	1	1.0	1	Provides secondary connectivity (located within 1 mile radius) of downtown.
	0	1.0	0	Does not directly or indirectly connect to downtown.
Cycle Zone Analysis Scoring	2	2.0	4	CZA rates this bikeway in a zone best suited for capturing large volumes of bicycle trips.
	1	2.0	2	CZA rates this bikeway in a zone where that is under-serving bicyclists.
	0	2.0	0	CZA does not address this recommended bikeway.
Ease of Implementation	2	2.0	4	Bikeway can be constructed/installed with little configuration to the existing roadway.
	1	2.0	2	Bikeway can be constructed/installed with minor alterations to the existing roadway.
	0	2.0	0	Bikeway project requires major alterations to the existing roadway.

Table 8.2 – Trail Criteria Scoring and Weight

Criteria	Score	Multiplier	Total	Description
Public Input	2	2.0	4	Trail was identified by the public as desirable for a future facility (multiple times).
	1	2.0	2	Trail was identified by the public as desirable for a future facility (once).
	0	2.0	0	Trail was not identified by the public as desirable for a future facility.
Proximity to Schools	2	3.0	6	Direct access to a Billings school.
	1	3.0	3	Secondary access to a Billings school (within 1/4 mile).
	0	3.0	0	Does not directly or indirectly access a Billings school.
Connectivity - Existing	2	3.0	6	Direct access to an existing bicycle or trail facility.
	1	3.0	3	Secondary connectivity to an existing bicycle or trail facility.
	0	3.0	0	Does not directly or indirectly access an existing bicycle or trail facility.
Connectivity - Proposed	2	1.0	2	Direct access to a proposed bicycle or trail facility.
	1	1.0	1	Secondary connectivity to a proposed bicycle or trail facility.
	0	1.0	0	Does not directly or indirectly access an proposed bicycle or trail facility.
Network Gaps	2	3.0	6	Facility fills a network gap between two existing facilities.
	1	3.0	3	Facility fills a network gap between an existing facility and a proposed facility.
	0	3.0	0	Does not directly or indirectly fill a network gap.
Connectivity - Activity Centers	2	2.0	4	Connects to a major trip-attracting destination in Billings.
	1	2.0	2	Secondary connectivity to a major trip-driving destination in Billings.
	0	2.0	0	Does not directly or indirectly connect to an Activity Center.
Jurisdiction	2	3.0	6	Trail is located within the city limits or within public right-of-way.
	1	3.0	3	Trail is partially located within either the city limits or within public right-of-way.
	0	3.0	0	Trail is not within the city limits or within public right-of-way.
Cycle Zone Analysis Scoring	2	2.0	4	CZA rates this trail in a zone best suited for capturing large volumes of bicycle trips.
	1	2.0	2	CZA rates this trail in a zone where that is under-serving bicyclists.
	0	2.0	0	CZA does not address this recommended trail.
Ease of Implementation	2	2.0	4	Trail project can be constructed/installed with the least difficulty.
	1	2.0	2	Trail project can be constructed/installed with minor/moderate difficulty.
	0	2.0	0	Trail project will require major effort and possibly expense to implement.

Table 8.3 – Bike Lane Implementation Matrix

Corridor	Length	Limit 1	Limit 2	Classification	Public Input	Schools	Connectivity - Existing	Connectivity - Proposed	Gaps	Activity Centers	Street Paving Projects	Downtown	Cycle Zone Analysis	Ease of Implementation	Score Total
				WEIGHT	2	3	3	1	3	2	3	1	2	2	
17th St	1	Rimrock Rd	Grand Ave	Ready	0	2	2	2	2	2	2	0	2	2	38
S 24th St W/Gabel Rd	2.53	King Ave W	Zoo Dr	Ready	2	2	2	2	1	2	2	0	1	2	37
Governors Blvd/W Hilltop Rd/Hilltop Rd	2.35	W Wicks Ln	Main St	Ready	0	2	2	2	2	2	2	0	1	2	36
Grand Ave	2.83	17th St W	Forest Park Dr	Ready	2	1	2	2	1	2	2	0	2	2	36
Monad Rd	3	S Shiloh Rd	Daniel St	Ready	2	1	2	1	1	2	2	0	1	2	33
13th St W	1	Poly Dr	Lewis Ave	BL - Remove Parking	1	2	2	2	1	1	2	0	2	0	31
Colton Blvd	1.5	Rehberg Ln	17th St W	Ready	2	2	2	2	1	1	0	0	2	2	31
Central Ave	2.54	Shiloh Rd	19 th St W	BL - Add Pavement	2	2	2	2	2	2	0	0	1	0	30
Poly Dr	0.56	11th St W	Emerson Pl	Ready	2	1	2	2	1	1	0	2	2	2	30
Rehberg Ln	1	Rimrock Rd	Grand Ave	Ready	2	1	2	2	1	2	0	0	2	2	30
Wicks Ln	2.5	Bench Blvd	High Sierra Blvd	BL - Reconfigure	2	1	2	2	2	2	0	0	1	1	29
Rimrock Rd	1.97	17 th St W	Edmond St	BL - Remove Parking	2	2	2	2	1	1	0	2	2	0	29
E Airport Rd	2.68	HWY 3	Alkali Creek Rd	Ready	1	1	2	2	2	1	0	1	1.5	2	29
N 18th St	0.35	6th Ave N	1st Ave N	Ready	0	2	0	2	0	2	2	2	2	2	28
N 27th St	0.96	Rimrock Rd	6 th Ave N	BL - Reconfigure	2	2	1	2	0	2	0	2	2	1	27
Poly Dr	0.98	30 th St	11 th St W	BL - Reconfigure	2	2	1	2	0	2	0	2	2	1	27
Zimmerman Trail	3.8	Rimrock Rd	Gabel Rd	BL - Reconfigure	0	2	2	2	2	1	0	0	1.5	1	27
Broadwater Ave	1.6	35th St W	N 24th St W	Ready	1	1	2	2	2	1	0	0	1	2	27
Bitterroot Dr	2.17	Yellowstone River Rd	Plateau PL	BL - Add Pavement	1	1	2	2	1	0	2	0	1	0	24
Parkhill Dr	2.03	N 32 nd St	19 th St W	BL - Remove Parking	2	2	1	2	0	1	0	2	2	0	23
1st Ave N	2.03	Division St	Exposition Dr	Ready	2	1	0	2	0	2	0	2	2	2	23
6th Ave N	1.96	Grand Ave	Exposition Dr	Ready	2	1	0	2	0	2	0	2	2	2	23
Poly Dr	0.75	32nd St W	38th St W	BL - Add Pavement	2	1	2	2	1	0	0	0	2	0	22

Corridor	Length	Limit 1	Limit 2	Classification	Public Input	Schools	Connectivity - Existing	Connectivity - Proposed	Gaps	Activity Centers	Street Paving Projects	Downtown	Cycle Zone Analysis	Ease of Implementation	Score Total
					WEIGHT	2	3	3	1	3	2	3	1	2	2
Billings Blvd	1.1	Laurel Rd	Midland Rd	BL - Reconfigure	0	2	2	2	0	2	0	0	1	1	22
19th St W	1.37	Parkhill Dr	Central Ave	BL - Remove Parking	2	2	0	2	0	1	2	0	1	0	22
Virginia Lane	0.75	Poly Dr	Grand Ave	BL - Remove Parking	0	2	2	2	1	0	0	1	2	0	22
9th Ave N	0.71	N 32nd St	N 22nd St	Ready	0	2	0	2	0	2	0	2	2	2	22
N 24th St W	2.51	King Ave W	Colton Blvd	Ready	1	2	0	2	0	2	0	2	1	2	22
King Ave E	1.38	Laurel Rd	Orchard Ln	BL - Remove Parking	0	1	2	2	1	2	0	0	1	0	20
Orchard Ln	0.88	Frances Ave	King Ave E	Ready	0	1	2	2	1	0	0	0	1	2	20
Colton Blvd	0.5	Rehberg Ln	Zimmerman Trail	BL - Add Pavement	2	1	2	2	0	0	0	0	2	0	19
High Sierra Blvd	0.37	W Wicks Ln	Siesta Ave	BL - Add Pavement	0	2	2	2	1	0	0	0	1	0	19
King Ave E	1.7	Orchard Ln	Sugar Ave	BL - Add Pavement	0	2	2	2	1	0	0	0	1	0	19
Lewis Ave	2.95	24th St W	Division St	BL - Remove Parking	2	2	1	2	0	1	0	2	0	0	19
4th Ave N	2	Division St	Exposition Dr	Ready	0	1	0	2	0	2	0	2	2	2	19
S 27th St	1.3	1 st Ave S	Garden Ave	BL - Reconfigure	0	0	1	2	1	1	0	2	2	1	18
46th St W	0.5	Rimrock Rd	Rangeview Dr	Ready	0	0	2	2	2	0	0	0	0	2	18
Yellowstone River Rd	1.23	Bitterroot Dr	Bench Blvd	BL - Add Pavement	2	0	2	2	1	0	0	0	1	0	17
Zoo Dr	0.91	40 th St W	I-90 Frontage	BL - Reconfigure	1	0	2	2	1	0	0	0	1	1	17
8th St W	1.39	Parkhill Dr	Central Ave	BL - Remove Parking	0	2	1	2	0	1	0	0	1	1	17
Lake Elmo Dr	2.3	Robertson Rd	Hwy 10 W	BL - Road Diet	0	1	2	2	1	1	0	1	0	0	17
N 22nd St	0.47	Burnstead Dr	6th Ave N	Ready	0	1	0	2	0	1	0	2	2	2	17
Wicks Ln	1	Bench Blvd	Bitterroot Dr	BL - Add Pavement	0	2	2	2	0	0	0	0	1	0	16
HWY 3	3.92	Zimmerman Trail	N 27th St	Ready	0	1	0	2	0	1	0	2	1	2	15
S Billings Blvd/Blue Creek Rd	2.9	Midland Rd	Briarwood Blvd	BL - Add Pavement	0	0	2	2	0	2	0	0	1	0	14
11th Ave N	0.71	N 32 nd St	N 22 nd St	BL - Remove Parking	1	0	0	2	0	2	0	2	2	0	14

Corridor	Length	Limit 1	Limit 2	Classification	Public Input	Schools	Connectivity - Existing	Connectivity - Proposed	Gaps	Activity Centers	Street Paving Projects	Downtown	Cycle Zone Analysis	Ease of Implementation	Score Total
					WEIGHT 2	3	3	1	3	2	3	1	2	2	
Central Ave W	1.67	19 th St W	Access St	BL - Road Diet	2	0	2	2	0	1	0	0	0	0	14
Hilltop Rd	0.26	Bench Blvd	Hwy 10 W	BL - Road Diet	0	1	1	2	0	2	0	0	1	0	14
Babock Blvd	0.93	W Wicks Ln	Governors Blvd	Ready	0	1	1	2	0	0	0	0	1	2	14
Overland Ave	0.66	S 24th St W	King Ave	Ready	0	0	0	2	0	1	2	0	0	2	14
Alkali Creek Rd	0.24	Main St	Airport Rd	BL - Reconfigure	2	0	1	1	0	0	0	1	1	1	13
Jackson St	0.89	State Ave	Murphy Ave	BL - Remove Parking	0	2	1	2	0	0	0	0	1	0	13
Riverside Rd	1	King Ave E	State Ave	BL - Add Pavement	2	1	0	2	0	0	0	1	1	0	12
Rod and Gun Club Rd	0.54	Ironhorse Trail	Airport Rd	BL - Add Pavement	0	0	2	2	1	0	0	0	0	0	11
5th St W	0.96	Montana Ave	Grand Ave	BL - Remove Parking	1	2	0	2	0	0	0	1	0	0	11
S 20th St W	0.51	Monad Dr	King Ave	Ready	0	0	1	2	0	1	0	0	0	2	11
S 34th St	0.5	1 st Ave S	State Ave	BL - Add Pavement	0	2	0	2	0	0	0	0	1	0	10
State Ave	1.52	1 st Ave S	S 27 th St	BL - Road Diet	0	0	0	2	0	0	0	1	1	0	5
Sugar Ave	0.7	State Ave	King Ave E	BL - Add Pavement	0	0	0	2	0	0	0	0	1	0	4

Table 8.4 – Bike Route Implementation Matrix

Corridor	Length	Limit 1	Limit 2	Classification	Public Input	Schools	Connectivity - Existing	Connectivity - Proposed	Gaps	Activity Centers	Street Paving Projects	Downtown	Cycle Zone Analysis	Ease of Implementation	Score Total
					WEIGHT	2	3	3	1	3	2	3	1	2	2
Avenue C	0.3	3rd St W	N 32nd St	Bike Route	2	2	2	2	1	1	0	2	2	2	33
13th St	0.25	Rimrock Rd	Poly Dr	Bike Route	1	2	2	2	2	0	0	0	1	2	28
Virginia Ln	0.26	Rimrock Rd	Poly Dr	Bike Route	1	1	1	2	1	1	0	1	2	2	24
28th St W	0.55	Grand Ave	Broadwater Ave	Bike Route	0	2	2	2	1	0	0	0	1	2	23
Lewis Ave	0.4	24th St W	Parkview Dr	Bike Route	2	0	2	2	1	1	0	0	1	2	23
Crist Dr	0.34	Main St	Yellowstone River Rd	Bike Route		0	2	2	2	0	0	0	1	2	20
Wingate Ln	0.52	Rimrock Rd	Colton Blvd	Bike Route	0	1	2	2	1	0	0	0	1	2	20
10th St W	1.4	Parkhill Dr	Central Ave	Bike Route	0	2	0	2	0	2	0	0	1	2	18
12th St W	0.75	Lewis Ave	Central Ave	Bike Route	1	1	1	2	0	2	0	0	0	2	18
15th St	1.9	Parkhill Dr	Monad Rd	Bike Route	1	1	0	2	0	2	0	0	1	2	17
Simpson St	0.87	Newman Ln	Jackson St	Bike Route	0	2	1	2	0	0	0	0	1	2	17
Wentworth Dr	1.4	Annandale Rd	Wicks Ln	Bike Route	0	0	1	2	0	2	0	0	1	2	15
Calendula Cir- Butterfly Lake Ln	0.73	Nutter Blvd	Uinta Park Dr	Bike Route	0	0	0	1	0	0	0	0	1	2	7

Table 8.5 – Bicycle Boulevard Implementation Matrix

Corridor	Length	Limit 1	Limit 2	Classification	Public Input	Schools	Connectivity - Existing	Connectivity - Proposed	Gaps	Activity Centers	Street Paving Projects	Downtown	Cycle Zone Analysis	Ease of Implementation	Score Total
				WEIGHT	2	3	3	1	3	2	3	1	2	2	
Miles Ave – Terry Ave	3.3	28th St W	Montana Ave	Bicycle Boulevard	1	2	2	2	1	2	0	2	0.5	1	28
Avenue D	2.02	21st St W	Virginia Ln	Bicycle Boulevard	0	2	1	2	1	2	0	1	2	1	25
N 32nd St	0.82	Grand Ave	Poly Dr	Bicycle Boulevard	0	2	1	2	0	1	0	2	2	1	21
Kooteniza Ave – Constitution Ave	1.2	Calico Ave	Nutter Blvd	Bicycle Boulevard	0	2	1	2	0	1	0	0	1	1	17
Yellowstone Ave	2.9	22nd St W	Division St	Bicycle Boulevard	1	1	0	2	0	2	0	1	1	1	16
Berthoud Dr - Santa Fe Dr	0.69	Monad Rd	St Johns Ave	Bicycle Boulevard	0	2	1	2	0	1	0	0	0	1	15
4th Ave S	0.92	S 27th St	State Ave	Bicycle Boulevard	0	1	1	2	0	1	0	1	1	1	15
2nd St W	0.82	Ave C	Miles Ave	Bicycle Boulevard	0	1	1	2	0	0	0	1	1	1	13

Table 8.6 – Trail Implementation Matrix

Corridor	Length	Limit 1	Limit 2	Class	Public Input	Schools	Connectivity - Existing	Connectivity - Proposed	Gaps	Activity Centers	Jurisdiction	Cycle Zone Analysis	Ease of Implementation	Score Total
					WEIGHT	2	2	3	2	3	2	1	2	2
BBWA to Swords Park Trail	5.5	Aronson Avenue	Lillis Park	Trail	1	2	2	2	2	2	2	2	0	32
Broadwater/Arnold Drain Trail	1	Zimmerman Trail	Shiloh Road	Trail	2	1	2	2	2	1	2	1	2	32
Alkali Creek Trail	0.5	Aronson Avenue	Black Pine Street	Trail	2	1	2	1	2	1	2	1	2	30
Colton Connector Trail	1	32nd Street West	38th Street West	Trail	0	2	2	2	2	1	2	2	0	28
Yellowstone River Trail	2.5	Mystic Park Trails	Riverfront Park Trails	Trail	2	0	2	2	2	2	2	1	0	28
Broadwater Trail	0.5	Broadwater Trail Crossing	Zimmerman Trail	Trail	0	1	2	2	2	1	2	1	2	28
Heights BBWA Trail	3	Aronson Avenue	Lake Elmo State Park	Trail	1	1	2	2	2	2	2	1	0	28
Zimmerman Trail Trail	1	Highway 3	Poly Drive	Trail	1	0	2	2	2	1	2	2	0	26
King Avenue Trail	1	S 44th Street West	Hogans Slough	Trail	2	0	2	2	1	1	2	1	1	25
Arnold Drain/ Shiloh Road Connector Trail	1	Broadwater Avenue	Shiloh Road	Trail	2	0	2	2	1	2	2	1	0	25
ACEC Trail	0.5	Riverfront Park Trail	Josephine Crossing Trail	Trail	0	0	2	2	2	1	2	1	1	24
Four Dances Connector Trail	1	Lockwood Trail	Four Dances Natural Area Trails	Trail	0	0	2	2	2	1	2	0	2	24
Will James Middle School Connector Trail	0.5	Will James School	Broadwater Avenue	Trail	0	2	1	2	2	1	2	1	0	23
Canyon Creek Trail	6	ZooMontana	BNSF Rail with Trail	Trail	0	2	2	2	1	1	1	1	0	22
ACEC Connector Trail	0.5	ACEC Trails	Muldowney Lane	Trail	0	0	2	2	1	1	2	1	1	21
Spring Creek Extension Trail	1	24th Street West	15th Street West	Trail	0	2	2	2	1	1	2	0	0	21
Rimrock Road Trail	1.5	54th Street West	Cove Ditch	Trail	1	0	2	2	1	0	2	0	2	21
Big Ditch Trail	2.5	Rimrock West Trail	Hogans Slough	Trail	0	1	2	2	1	0	2	0	2	21
Snow Ditch Trail	2	Shiloh Road	Big Ditch	Trail	0	2	2	2	1	0	2	0	1	21
Transtech Connector Trail	0.5	Transtech Way	BBWA Trail	Trail	0	0	2	2	2	0	2	1	0	20
Hogans Slough Trail	5.5	Shiloh Road	BNSF Rail with Trail	Trail	1	2	1	2	1	0	2	1	0	20
Downtown Connector Trail	1	S 25th Street and 7th Avenue South	Coulson/ Mystic Park Trail	Trail	0	0	2	1	1	2	2	1	0	19

Corridor	Length	Limit 1	Limit 2	Class	Public Input	Schools	Connectivity - Existing	Connectivity - Proposed	Gaps	Activity Centers	Jurisdiction	Cycle Zone Analysis	Ease of Implementation	Score Total
				WEIGHT	2	2	3	2	3	2	1	2	2	
High Ditch Trail	4	Rimrock West Trail	Hogans Slough	Trail	0	0	2	2	1	0	2	0	2	19
Monad Trail	1	S 45th Street West	Hogans Slough	Trail	0	1	2	2	1	0	1	1	0	18
Inner Belt Loop Trail	6.5	Governors Boulevard	Highway 3	Trail	0	1	1	2	0	1	1	1	2	18
Arnold Drain Trail	0.5	Arnold Drain Connector	Grand Ave	Trail	2	0	0	2	0	1	2	1	2	18
Rehberg Ranch Trail	1	End of Trail in Rehberg Ranch Subdivision	Inner Belt Loop	Trail	0	0	2	2	1	0	2	0	1	17
Two Moon Park to Five Mile Creek Trail	3	Kiwannis Trail	Five Mile Creek	Trail	0	0	2	2	1	0	2	1	0	17
Western Yellowstone River Trail	5	Josephine Crossing Trail	Shiloh Road Trail	Trail	2	0	1	2	0	1	1	1	0	16
Senators Park Trail	1	Aronson Avenue	Inner Belt Loop Trail	Trail	0	1	0	2	0	1	2	1	2	16
MRL Rail with Trail	9	I-90	Shiloh Road	Trail	1	1	0	2	0	2	1	1	0	15
Briarwood to Blue Creek School Trail	1.5	Briarwood Boulevard	Blue Creek School	Trail	2	2	0	2	0	0	2	0	0	14
Monad Trail	2.5	BBWA Canal Trail	48th Street West	Trail		0	1	2	0	0	2	0	2	13
25th Street Railroad Bridge	0.5	Montana Avenue	Minnesota Avenue	Trail	0	0	0	2	0	2	2	1	0	12
South Hogans Slough Trail	1	Suburban Ditch	MRL Rail with Trail	Trail	1	0	0	2	0	1	2	1	0	12
Heights Upper Loop Trail	4.5	Yellowstone River	Alkali Creek Road	Trail	0	0	0	2	0	0	1	1	2	11
Zimmerman Trail Trail	1	Highway 3	Poly Drive	Trail	0	0	0	2	0	0	1	1	2	11
Lockwood Trail	6	I-90	Bobolink St and Dickie Rd	Trail	0	1	1	2	0	0	1	0	0	10
Castle Rock Trail	1	Governors Boulevard	BBWA Canal	Trail	0	0	0	2	0	0	2	1	1	10
Cove Ditch Trail	2	Molt Road	Hogans Slough	Trail	2	0	0	2	0	0	0	0	1	10
Briarwood to Pictograph Caves Trail	2.5	Briarwood Boulevard	Pictograph Caves Sate Park	Trail	0	0	0	0	0	2	2	0	0	6
Birely Drain to Big Ditch Trail	3	Big Ditch and Hogans Slough	Canyon Creek	Trail	0	0	0	2	0	0	1	0	0	5
BNSF Rail with Trail	15	MRL Rail with Trail	Highway 3	Trail	0	0	0	2	0	0	1	0	0	5

8.2 Maintenance Costs

8.2.1 On-street Bikeway Maintenance

This section is intended to provide clarification of trail maintenance provided by Public Works Department (PWD). The City of Billings, Public Works Department does provide maintenance for on street bikeways and trails constructed within City right-of-way. All maintenance will be dependent on available funding.

The following maintenance is accomplished for on-street bike lanes constructed along Arterial and Collector streets:

Snow

Arterial and Collector Streets are the first priority. Once snow removal is completed on these streets staff is assigned to plow snow from the trails accompanying the roadways.

Sweeping

All on-street bike lanes along Arterial and Collector Streets are swept in the spring of each year. Trails are monitored and may be swept up to two additional times during the year as needed.

Repairs

All asphalt surfaces will be repaired.

Maintenance of trails constructed within Residential Street and Alley right-of-way:

Sweeping

All trails are swept in the spring of each year. Trails are monitored and may be swept up to two additional times during the year as needed.

Repairs

All asphalt trail surfaces will be repaired.

For information about off-street trail maintenance in Billings, please reference the Billings Area Trail Asset Management produced as a parallel effort to the Billings Area Bikeway and Trail Master Plan by Sanderson Stewart. This document is provided as Appendix D.

8.3 Bikeway and Trail Funding Sources

The following section outlines sources of funding for bicycle and pedestrian projects in Montana. The chapter identifies Federal, State, and private sources of funding. Funding sources can be used for a variety of activities, including: planning, design, implementation and maintenance. It should be noted that this section reflects the funding available at the time of writing. The funding amounts, fund cycles, and even the programs themselves are susceptible to change without notice.

8.3.1 Federal

Federal funding is primarily distributed through a number of different programs established by the Federal Transportation Act. The latest federal transportation act, The Safe, Accountable, Flexible, Efficient Transportation Equity Act – a Legacy for Users (SAFETEA-LU) was enacted August 2005, as Public Law 109-59. SAFETEA-LU authorizes the Federal surface transportation programs for highways, highway safety, and

transit for the 5-year period 2005-2009. Since 2009 extensions of SAFETEA-LU have been passed to maintain funding levels. The scheduled update to the Federal Transportation bill has yet to be passed. All Federal funding sources are State administered.

Petroleum Violation Escrow Account (PVEA)

PVEA funds come from fines paid by oil companies in the 70's for violating oil price caps set by the federal government. The Department of Energy's State Energy and Weatherization Assistance Program distributes the money at the state level through grants. PVEA funds projects with an emphasis on energy saving, including public transportation and bridge construction or maintenance. This source of funding is not managed by MDT.

Transportation, Community, and System Preservation Program (TCSP)

Implementation grants under the TCSP Program are intended to provide financial resources to States, metropolitan planning organizations, local governments and tribal governments to enable them to carry out activities that address transportation efficiency while meeting community preservation and environmental goals. Examples of such policies or programs include spending policies that direct funds to high-growth regions of the country; urban growth boundaries to guide metropolitan expansion; "green corridors" programs that provide access to major highway corridors in areas targeted for efficient and compact development.

National Highway System (NHS)

This program funds improvements to rural and urban roads that are part of the National Highway System (NHS), including the interstate system. Bicycle and pedestrian facilities within NHS corridors are eligible activities for NHS funds.

Surface Transportation Program (STP)

The Surface Transportation Program (STP) provides States with flexible funds, which may be used for a wide variety of projects on any Federal-aid Highway including the NHS, bridges on any public road, and transit facilities.

Bicycle and pedestrian improvements are eligible activities under the STP. This covers a wide variety of projects such as on-road facilities, off-road trails, sidewalks, crosswalks, bicycle and pedestrian signals, parking, and other ancillary facilities. SAFETEA-LU also specifically clarifies that the modification of sidewalks to comply with the requirements of the Americans with Disabilities Act is an eligible activity.

As an exception to the general rule described above, STP-funded bicycle and pedestrian facilities may be located on local and collector roads that are not part of the Federal-aid Highway System. In addition, bicycle-related non-construction projects, such as maps, coordinator positions, and encouragement programs, are eligible for STP funds.

Federal Transit Funds

Transit Funds may be used on an 80 percent federal and 20 percent state or local basis for bicycle and pedestrian access to transit facilities, or to install racks or other equipment for transporting bicycles on transit vehicles.

8.3.2 State Administered Funding Sources

Historically, MDT has been actively involved in the funding of bicycle and pedestrian facilities. The 1985 Footpath and Bicycle Act (Montana Code Annotated 60-3-301) is the only Montana statute that specifically addresses bicycle and pedestrian funding. This act sets a minimum annual spending requirement for footpaths and bicycle trails. Through the federal programs and other initiatives, MDT has consistently exceeded this minimum requirement.

Montana Safe Routes to School (SRTS) Program

The Safe Routes to School Program was created under Section 1404 of the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU). The objective of SRTS is to encourage children K-8 to walk and bike to school. Consistent with other federal-aid programs, each State Department of Transportation (DOT) is held responsible for the development and implementation of grant funds made available to the states through this program throughout the life of SAFETEA-LU. Montana is a minimum apportionment state and receives \$1,000,000 annually. The Montana Department of Transportation (MDT) solicits grant applications on a yearly basis. In addition, reauthorization of the federal transportation bill is underway in the U.S. Congress at the present time, and it is unclear what funding level will be allocated to the SRTS program going forward.

Montana's Community Transportation Enhancements Program (CTEP)

MDT is responsible for administering federal funds allocated to the state for transportation related projects designed to strengthen the cultural, aesthetic, and environmental aspects of Montana's multi-modal transportation system. Federal legislation requires that 10 percent of the Surface Transportation Program (STP) funds each state receives annually must be spent on eligible projects in 12 designated Transportation Enhancement Categories. Three of the CTEP eligible categories can directly apply to bikeway and trail development:

- Pedestrian and bicycle facilities
- Preservation of abandoned railway corridors (including the conversion and use for pedestrian and bicycle trails)
- Safety education activities for pedestrians and bicyclists.

CTEP funding requires a 13.42 percent local match. The program is a federal reimbursement program. Funds are distributed to the eligible local governments based on population figures from the U.S. Bureau of the Census. The City of Billings currently receives approximately \$600,000 from CTEP annually.

Congestion Mitigation and Air Quality (CMAQ) Improvement Program

The Congestion Mitigation and Air Quality (CMAQ) Improvement Program, provides a flexible funding source to state and local governments for transportation projects and programs to help meet the requirements of the Clean Air Act, and its amendments. CMAQ funds support transportation projects within areas designated by the Environmental Protection Agency as nonattainment or maintenance areas by reducing mobile source emissions. Eligible projects include transit improvements, bicycle and pedestrian facilities. Missoula and Lincoln are the only non-attainment area in the State of Montana as of 2009.

Recreational Trails Program (RTP)

The Recreational Trails Program provides funds to states to develop and maintain recreational trails and trail-related facilities for both non-motorized and motorized recreational trail uses. Examples of trail uses include

hiking, bicycling, in-line skating, equestrian use, and other non-motorized as well as motorized uses. The Montana Fish, Wildlife & Parks (FWP) administers RTP funds in the form of grants. FTP grants may not exceed 80 percent of the total of an individual project and funding is provided as a reimbursement for project expenditures incurred.

Recreational Trails Program funds may be used for:

- Maintenance and restoration of existing trails.
- Development and rehabilitation of trailside and trailhead facilities and trail linkages.
- Purchase and lease of trail construction and maintenance equipment.
- Construction of new trails (with restrictions for new trails on federal lands).
- Acquisition of easements or property for trails.
- State administrative costs related to this program (limited to seven percent of a State's funds).
- Operation of educational programs to promote safety and environmental protection related to trails (limited to five percent of a State's funds).

Land & Water Conservation Fund Program –LWCF

The Land and Water Conservation Fund Act of 1965 established a federal grants program encouraging a full partnership between national, state, and local governments in planning and funding outdoor recreation projects. The LWCF Program in Montana is administered by FWP. The program is a competitive grant process. Trails are an eligible facility type. LWCF helped provide funding for the construction of the Descro Trail in Billings.

8.3.3 Local Funding Sources

Park District Formation

The existing subdivision policy requires new subdivisions to create a park maintenance district to maintain new public parks and trails created within the subdivision. This mechanism can only be used for parks and trails located in new subdivisions. It cannot be used for new trails created within existing parks. Individual park maintenance districts create a fragmented system and an incomplete mechanism for maintaining the entire system of parks and trails. A city-wide or county-wide maintenance district would provide a more comprehensive approach to system-wide funding for park and trail maintenance.

Park maintenance districts generally fund maintenance of landscaping, trees, irrigation systems, trails, sidewalks, lighting and park equipment. The purpose of the district is to provide perpetual maintenance of the improvements. Maintenance costs are estimated and approved by the City Council on an annual basis and each lot within the district is assessed an equal amount.

Private Donations

The City of Billings and Yellowstone County can receive donations of money or materials for trail development.

Local Bond Measures

Local bond measures, or levies, are usually initiated by voter-approved general obligation bonds for specific projects. Bond measures are typically limited by time based on the debt load of the local government or the project under focus. Funding from bond measures can be used for right-of-way acquisition, engineering,

design and construction of pedestrian and bicycle facilities. Jackson, Wyoming recently passed a \$6 million bond for trail/pathway construction.

Street Maintenance Fees

The City of Billings administers street user maintenance fees generated from individual property owners. The revenue generated by the fee is used for operations and maintenance of the street system, and priorities are established by the Public Works Department. Revenue from this fund should be used to maintain on-street bicycle and pedestrian facilities, including routine sweeping of bicycle lanes and other designated bicycle routes. The City of Bozeman recently increased its street maintenance fees to pay for increased levels of service to the community.

Gas Tax Apportionment

Revenues are generated through State gasoline taxes apportioned from the State of Montana. Transfers are made from this fund to the General Fund to reimburse expenditures for construction, reconstruction, repair and maintenance of streets. Half of the City's allocation is based on population, and half is based on the miles of streets and alleys in the City. It is recommended that 5% of Yellowstone County and the City of Billings' apportionment be dedicated to non-motorized facility maintenance for facilities within public rights-of-way.

Developer Impact Fees

These fees are paid by developers to help finance improvements to the street network. The fee structure is based on the number of residential units or gross square footage of commercial buildings being constructed.

Developer Exactions

Road construction or roadway improvements (including bike lanes and trails) are performed by developers as a condition of approval for their development project pursuant to the Montana Subdivision and Platting Act. Improvements are typically limited to the local roads within, and the road system adjacent to, the proposed development.

Tax Increment Financing (TIF)

TIF districts have been used in the Billings area for more than 30 years. When a district is created, property values are established at a base level. After that, any taxes generated by increased property values are diverted from traditional taxing entities and invested into public infrastructure such as streets, water and sewer or new buildings for a specified number of years. TIF money can be used for bicycle racks, and pedestrian/trail connections. TIF districts are now in existence in downtown Billings, in the area between downtown and MetraPark and in south Billings near Cabela's. Laurel also has a TIF district.

Dedicated City/County funding source

Many cities also provide an annual amount from the city general fund for the expressed purpose of developing or supporting bicycle, pedestrian and/or trail projects. This fund can be managed by the Alternate Modes Coordinator, or by the Bicycle and Pedestrian Advisory Committee (PBAC). Funds can be used for infrastructure, programs, or other supporting activities and allow the City of Billings/Yellowstone County to be flexible and pursue projects that are backed by strong community need.

8.3.4 Private & Non Profit

The following are funding sources capable of supporting bicycle and pedestrian facilities and programs from private and non-profit sources.

Bikes Belong Coalition, Ltd.

The Bikes Belong Coalition is sponsored by the American Bicycle Industry with a mission of encouraging more people to ride bicycles throughout the United States. Grants of up to \$10,000 are administered to develop bicycle facilities through the Federal Transportation Act. The City of Billings has previously secured \$22,500 from this source and it may be some time before additional funds can be secured.

Robert Wood Johnson Foundation (RWJF)

RWJF funds are designed to improve health and health care in the United States. RWJF funds approximately 12 percent of unsolicited projects with grant-funds ranging from \$2,000 to \$14 million. Bicycle and pedestrian projects applying for RWJF funds would qualify under the programs goal to “promote healthy communities and lifestyles.”

St. Vincint’s Hospital & Billings Clinic

St. Vincent Healthcare and Billings Clinic are the two major hospitals in the Billings area. As health care providers, St. Vincent and Billings Clinic are promoting healthy lifestyles for Billings’ residents. As part of promoting healthy lifestyles, they could be a partner for education and

encouragement programs. One example of a program that both hospitals participate in is the THINK first bicycle helmet program. This program provides discounted helmets to children.



Adopt-a-mile markers can reinforce the “brand” of a trail while acknowledging donor support.
source: aboitenewtrails.com



Concept of a Adopt-a-Mile marker with changeable donation sign and optional supplemental mile number plaque

BikeNet

BikeNet is a non-profit group that supports trails in the Billings Area. BikeNet has been a major contributor of funding for the building of new trails in the Billings area. BikeNet funds are generally used as a local match to the Community Transportation Enhancement Program. BikeNet raises money through events, donations and membership. BikeNet has also lent support in education, by providing League of American Bicyclists education courses.

8.3.5 Donor Recognition: Garnering Financial Support and Enhancing Trail Systems

Background

Planning and construction costs for bicycle trails are just the beginning in developing bikeway systems. Trails require ongoing maintenance and monitoring,

to ensure that the trails are safe, hazard-free, and in a condition where users may enjoy them freely.

To assist with the ongoing costs of trail supervision and maintenance, cities and organizations have developed different ways to raise funds in support of these facilities. One method of collecting financial support for trail systems is by allowing individuals and organizations to sponsor portions of a trail, to donate specific amenities to be used along the trail, or to make general contributions to the trail network. These three options are outlined below.

Adopt-a-Mile

An “adopt-a-mile” program will allow individuals or organizations to sponsor segments of the Billings trail system. Annual estimates for maintaining one mile of trail in Billings varies depending on whether the trail is within an existing parks district, within a City of Billings roadway right-of-way or as a trail in a separate alignment. Depending on the maintenance needs this amount can vary from approximately \$2,600 to \$4,000 (*Billings Area Trail Asset Management Plan, 2011 – Appendix D*). In order to supplement these costs, it is recommended that a floating scale of \$2,000-\$5,000 for annual mile sponsorships be implemented. The price for sponsorship will depend on the trail segment’s location, proximity to other facilities, popular destinations, and so forth. “High profile” segments will have more riders, and therefore give more exposure to the donors.



Benches and other trail amenities welcome users and provide additional opportunities for trail branding and donor recognition

The suggested duration of the sponsorship is three years, with discounts for subsequent renewals. Some of the funds generated from this program should be diverted to staff responsible for administering this program. Donors will be notified that while their recognition will be designated over a specific mile, their funding will be used to support the entire trail system. Mile markers should be installed along existing trail segments. Mileage over gaps in the system should be estimated to the greatest degree possible with mile markers continuing on subsequent segments. It may be possible for some trails to have segments that would be under a mile in length. Such segments could be sponsored at a pro-rated discount. As the trail network in Billings continues to grow, so will the potential financial support through the ‘Adopt-a-Mile’ program.

Ideally, a non-profit organization such as BikeNet, the Yellowstone River Parks Association (YRPA) or the Billings Parks, Recreation and Preservation Foundation will administer the program and collect funds so that they are tax deductible to donors. The funds would be allocated to either the City or County for trail maintenance purposes based on the proportion of maintenance contributed to the system.

Trail Amenity Donation

In addition to the upkeep and maintenance of trails, amenities can have a strong influence on the trail “experience” and encouraging its active use. A system is recommended whereby individuals or organizations can purchase trail amenities to be installed at locations along the Billings trail system. Billings Parks & Recreation has received interest from residents in the past for providing amenities. Locations for the specific amenities can be recommended by the donor, but ultimately will be determined at the City’s discretion. Prices for trail amenities range between \$200-\$5,000. Billings Parks & Recreation should provide a standardized

model of each amenity listed in Table 9.7. It is envisioned that these models become standardized through the development and design of the Swords Park Trail in 2011.

Table 9.7 – Recommended Trail Amenities for Donation

Amenity	Donation Level
Bike Rack	\$200
Bench	\$600
Plaque at Trailhead	\$1,000
Water Fountain	\$2,000
Lamp/Lighting Fixture	\$3,500
Information Kiosk	\$5,000
Public Art Installation	Varies
Play Equipment	Varies

8.3.6 General Donations

Some individuals or organizations may not be interested in the adopt-a-mile or amenity sponsorship programs. For donors who can afford higher levels of contribution, the City can set up a general donation program that creates a “tiered” form of recognition. Donations can range from \$5,000-\$75,000 dollars and could be acknowledged on a special “friends of the Billings Trail System” website. Larger donors could be recognized at trailheads, or be included in special donor appreciation events/fundraisers. Such events acknowledge the generosity of the community, and can serve as a further promotional tool for additional donors.

Since much of the existing trail network in Billings has been assisted through private donations it would be beneficial to recognize past contributions. BikeNet and YRPA could each provide a monument of their choosing at a location along the trail system. Past and future donors could be recognized within these monuments. Billings Parks, Recreation and Public Lands Department should work with BikeNET and YRPA to locate a suitable location for monument installation. High exposure areas such as intersections of several major trails would be most visible to users.

Appendix A – National Best Practices – Goals & Objectives

A collection of goals and objectives from the bicycle and pedestrian master plans of other cities around the country is listed in the following tables. The tables are organized under the following sections:

- Network Facilities and Design
- Maintenance
- Enforcement
- Education, Encouragement and Perception
- Safety
- Funding
- Coordination and Planning
- Other

Selected goals and objectives highlight the issues other cities around the region and nation are focusing on with their bicycle and pedestrian programs. This table relates a sense of how cities are conceptualizing these issues, and which issues are not currently being emphasized.

Please note that different cities and plans use terms such as “goal” and “objective” in different ways. For example, many goals stated in some cities’ plans are highly quantitative and fit this paper’s description of an “objective”. This discrepancy should not be allowed to distract from the intent to demonstrate which subjects are being prioritized and how they are being framed.

Bicycle and Pedestrian Plan Goals and Objectives – Network, Facilities and Design	
Boulder, Colorado	- To develop a continuous bicycle system with access to major destination areas and to maintain the system so that it provides safe and convenient travel. - To complete the missing links in the regional system and to provide continuous bicycle facilities and good bicycle-transit integration between the City of Boulder and her neighboring cities.
Ft. Collins, Colorado	- Continue and improve maintenance of Priority Commuter Routes. - Improve signal detection loops. - Examine innovative bicycle traffic solutions such as bike boxes and bike boulevards.
Seattle, Washington	- Develop and maintain a safe, connected, and attractive network of bicycle facilities throughout the city - Provide supporting facilities to make bicycle transportation more convenient
Olympia, Washington	- The City shall support bicyclists and pedestrians by providing safe, convenient, and inviting routes and walkways between activity centers - In downtown and along High Density Corridors, priority shall be given to building pedestrian-friendly streets - Bike routes and pedestrian improvements on streets that serve high density areas shall be given high priority - Bike routes for commuters shall be incorporated into street standards and urban trail plans - On-street bicycle/pedestrian facilities should be coordinated between jurisdictions
Spokane, Washington	Provide convenient and secure short-term and long-term bike parking and encourage employers to provide shower and locker facilities
Ada County, Idaho	- Expand the network and support facilities - Implement the Roadways to Bikeways Recommended Bikeway Network to encourage increased use of the bicycle for transportation - Provide for bicycle support facilities
Davis, California	- Planning for bicycles in new developments - Provide bike lanes along all arterial and collector streets. Provide separated bike paths adjacent to arterial and collector streets only where justified, with full consideration of potential safety problems this type of facility can create. - Ensure that bicycle routing is an integral part of street design so that lanes and pathways form an integrated network - Consider bicycle-operating characteristics in the design of bikeways, intersections and traffic control systems - Provide adequate bike parking. - Design bike routes as integral parts of new greenways, open space areas and 'greenstreets' to complete and expand the existing bikeway system - Plan bikeways to provide attractive, shaded linkages between destinations
Contra Costa County, California	Expand, improve and maintain facilities for bicycling and walking
West Hollywood, California	- Implement a bicycle plan that serves the needs of different types of bicyclists (including those with lower skill levels, children, and experienced commuters), and defines a system of bicycle lanes, routes, and support facilities to serve local and regional commuting and recreational bicyclists - Make bicycle travel an integral part of daily life by implementing and maintaining a bikeway network, providing end-of-trip facilities, and improving multi-modal bicycle/transit connections
Santa Barbara, California	- The pedestrian network should be accessible to all - The pedestrian network should connect to places people want to go

Bicycle and Pedestrian Plan Goals and Objectives – Network, Facilities and Design	
Anaheim, California	• Make bicycle travel an integral part of daily life, particularly for trips of less than five miles, by implementing and maintaining a bikeway network, providing end-of-trip facilities, and improving bicycle/transit integration • Identify an integrated system of bicycle lanes, routes and paths along with support facilities such as bicycle lockers and racks to serve local and regional commuting and recreational bicyclists • Identify and implement a network of bicycle facilities to accommodate non-motorized travel that will reduce vehicle use, improve air quality, and provide health benefits
San Francisco, California	• Refine and expand the existing bicycle route network • Ensure plentiful, high quality bicycle parking to complement the bicycle route network
San Diego, California	• Identify an integrated system of bicycle lanes, routes and paths along with support facilities such as bicycle racks to serve commuting and recreational bicyclists • Improve bicycle/transit integration
Los Angeles, California	• Expand bicyclists' mobility through the integration of bicycling into the transit system • Encourage the use of bicycles through the provision of convenient and secure bicycle parking and support facilities • Create a continuous bicycle network that connects bicyclists of varied skill levels with desired destinations
Arlington, Virginia	• Complete the bikeway network with a focus on overcoming barriers • Provide high quality bicycling facilities as part of all street improvement projects • Require the provision of appropriate facilities to support bicycling, such as showers, lockers and bicycle parking by new development • Provide convenient, covered and secure bicycle parking at transit stations, schools, public facilities and commercial centers
Madison, Wisconsin	• Consider the needs of all bicyclists when planning and designing bicycle facilities • Accommodate bicyclists on roadways by providing appropriate on-street bicycle facilities • Create and improve continuous bicycle through routes on local connector streets that provide alternatives to arterial roadways. • Eliminate bicycling barriers and hazards • Utilize opportunities for providing multi-use paths when planning parks and other linear corridors
Austin, Texas	• Institutionalize bicycle transportation in all transportation and recreation planning, design, and construction activities • Fund, create and maintain a functional system of on- and off-street bicycle routes that will enable safe bicycle transportation • Integrate and coordinate multiple modes of transportation on buses and light rail • Increase the level of commuting and utilitarian bicycling by providing coordinated bicycle facilities
Bicycle and Pedestrian Plan Goals and Objectives – Maintenance	
Ada County, Idaho	• Encourage residents to use bicycles as an alternative mode of travel for both local and commuter trips by proper facility maintenance
Davis, California	• Placement of yard debris in bike lane • Maintain roadways and bicycle related facilities so they provide safe and comfortable conditions for the bike driver • Design bicycle facilities to minimize maintenance costs by specifying quality materials and standard products • Bike path maintenance
Los Angeles, California	• Provide citywide bikeways that are clean, safe, and encourage/promote active use

Bicycle and Pedestrian Plan Goals and Objectives – Maintenance

Copenhagen, Denmark	• Cycling comfort shall be improved so that cycle track surfaces deemed unsatisfactory shall not exceed 5%
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Bicycle and Pedestrian Plan Goals and Objectives – Enforcement

Boulder, Colorado	• To increase transportation safety for all modes through education and enforcement efforts.
Ft. Collins, Colorado	• Bridge the gap of understanding between bicyclists and local enforcement agencies by providing current and consistent information. • Coordinate training sessions to ensure knowledge on current local, regional, and national bicycle policies and ordinances. • Establish enforcement techniques for handling special events and protests. • Explore the creation of a Share the Road Safety Class. • Establish “sting” operations in coordination with local enforcement agencies to address bicycle theft and traffic-law evasion by bicyclists.
Seattle, Washington	• Identify partners to provide bicycle enforcement programs
Ada County, Idaho	• Promote bicycle safety and increased bicycling through enforcement activities
Davis, California	• Continue the enforcement of bicycle rules and regulations in order to reduce violations and crashes • Promote programs that reduce incidents of theft and continue efforts to recover stolen bicycles • Police enforcement of traffic laws
San Francisco, California	• Increase enforcement of bicycle-related violations
Los Angeles, California	• Enhance safety for all road users through increased enforcement activities
Austin, Texas	• Increase the level of commuting and utilitarian bicycling by providing enforcement of traffic laws

Bicycle and Pedestrian Plan Goals and Objectives – Education, Encouragement and Perception

Ft Collins, Colorado	• Maintain existing education and encouragement programs and solicit more participation. • Continue to foster relationships between non-profits, advocacy, and community groups and build public-private partnerships. • Consider the implementation of Cyclovias (car-free events). • Reinforce yield and safety education programs pertaining to bicyclists and other bike lane and trail users.
Seattle, Washington	• Increase use of bicycling for all trip purposes • Identify partners to provide bicycle education and encouragement programs • Triple the amount of bicycling in Seattle between 2007 and 2017
Spokane, Washington	• Increase use of bicycling for all trip purposes • Educate bicyclists, motorists, and the general public about the benefits of bicycling
La Grande, Oregon	• Develop plans that reflect community interests
Ada County, Idaho	• Encourage cycling • Promote bicycle safety and increased bicycling through education and encouragement activities
State of Nevada	• Increase levels of bicycling, doubling the number of trips made by bicycles by the year 2010 (with additional increases achieved by 2020)
Davis, California	• Provide literature and current bicycle route maps for public use • Enhance educational programs with emphasis on bicycle safety and laws relating to bicycle driving • Promote intermodal transportation

Bicycle and Pedestrian Plan Goals and Objectives – Education, Encouragement and Perception	
	- Establish a centralized program for interaction with and education of the public - Increase local coverage of bicycle events and present accurate information about bicycle safety and activities
Long Beach, California	Encourage more people to bicycle for transportation to provide an attractive and healthy transportation option, which will reduce traffic congestion, air pollution, and noise pollution
Contra Costa County, California	- Encourage more people to bicycle and walk - Support local efforts to encourage walking and bicycling
West Hollywood, California	Make bicycle travel an integral part of daily life by encouraging bicycle use
Santa Barbara, California	- People from all age groups feel comfortable walking - People can conveniently walk to their destinations - There is an increased sense of community: people have chance encounters while walking - The elderly or frail feel more independent - Visitors are attracted to the enhanced walking environment
San Francisco, California	- Increase safe bicycle use - Make bicycling an integral part of daily life
San Diego, California	Make bicycle travel an integral part of daily life, particularly for trips of less than five miles, by encouraging bicycle use
Los Angeles, California	- Improve the bicycling environment in through comprehensive education and encouragement programs - Make the city the most bicyclist-friendly large City in the United States by 2020 - Bicycling shall be at least 10% of all daily trips and 5% of home-to-work trips by year 2020
Arlington, Virginia	- Create a community culture that embraces bicycle use as a mainstream travel mode - Raise the visibility and participation of bicycling through regularly organized bicycling events and other encouragement activities
Madison, Wisconsin	Provide for the safe, convenient and enjoyable travel by bicyclists in the area
Austin, Texas	Increase the level of commuting and utilitarian bicycling by providing promotional campaigns for bicycling
Chicago, Illinois	Increase bicycle use, so that 5 percent of all trips less than five miles are by bicycle
Copenhagen, Denmark	The proportion of people who cycle to workplaces shall increase from 34% to 40%
Bicycle and Pedestrian Plan Goals and Objectives – Safety	
Seattle, Washington	- Improve safety of bicyclists - Reduce the rate of bicycle crashes by one third between 2007 and 2017
Spokane, Washington	- Improve safety of bicyclists - Educate bicyclists, motorists, and the general public about bicycle safety - Increase bicyclist safety through effective law enforcement and detailed crash analysis
La Grande, Oregon	Provide a comfortable environment for bicyclists and pedestrians by enhancing safety
Ada County, Idaho	- Improve safety - Promote bicycle safety and increased bicycling through education, encouragement and enforcement activities
State of Nevada	Reduce crashes involving bicyclists and motor vehicles by at least 10% by the year 2010 (with additional increases achieved by 2020)
Davis, California	Enhance educational programs to teach children and adults safe bicycle driving techniques

Bicycle and Pedestrian Plan Goals and Objectives – Safety

Contra Costa County, California	• Freeway interchange safety improvements • Improve safety for bicyclists and pedestrians
West Hollywood, California	• Enhance bicycle safety by striving to reduce the number of bicycle-motor vehicle crashes while simultaneously increasing bicycle usage • Make bicycle travel an integral part of daily life by making bicycling safer
Santa Barbara, California	• People feel safe walking. • The pedestrian environment should be safe
San Francisco, California	• Promote safe bicycling
Arlington, Virginia	• Conduct an ongoing safe bicycle route to schools program including semi annual bicycle safety educational programs for children and adults • Manage the trails for safety with increased use • Undertake facility improvement projects to address overcrowding and user conflicts on trails and encourage safer user practices
Madison, Wisconsin	• Reduce crashes involving bicyclists and motor vehicles by at least 10%
Austin, Texas	• Improve bicycle safety by recommending actions which reduce bicycle related collisions and falls • Establish and maintain safe standards and guidelines for bicycle facilities, programs and projects
Chicago, Illinois	• Reduce the number of bicycle injuries by 50 percent from current levels
Toronto, Canada	• Reduce the number of bicycle collisions and injuries
Copenhagen, Denmark	• Cyclist risk of being injured or killed shall be reduced by 50% • The proportion of cyclists who feel safe cycling in town shall increase from 57% to 80%

Bicycle and Pedestrian Plan Goals and Objectives – Funding

Seattle, Washington	• Secure funding and implement bicycle improvements
Spokane, Washington	• Secure funding and implement the Master Bike Plan
Ada County, Idaho	• Maximize funding sources for implementation
Anaheim, California	• Identify and implement a network of bicycle facilities to accommodate non-motorized travel that will reduce vehicle use, improve air quality, and provide health benefits.
San Francisco, California	• Prioritize and increase bicycle funding
Madison, Wisconsin	• Fund on-street bicycle facility improvements as a routine part of the cost of roadway projects

Bicycle and Pedestrian Plan Goals and Objectives – Coordination and Planning

Boulder, Colorado	• To develop an urban form which is characterized by people-oriented land use patterns and which enables people to walk or ride their bicycles to destination areas.
Spokane, Washington	• Develop a collaborative program between a variety of city departments and agencies and several outside organizations
La Grande, Oregon	• Develop plans that reflect community interests • Provide a plan with implementable solutions
Ada County, Idaho	• Facilitate coordination and cooperation among local jurisdictions in development of the Roadways to Bikeways Recommendations.

Bicycle and Pedestrian Plan Goals and Objectives – Coordination and Planning	
Davis, California	- Coordinate and cooperate with surrounding jurisdictions to create a continuous and interconnected bikeway network. - Share information and resources regarding bicycle activities
Contra Costa County, California	Plan for the needs of bicyclists and pedestrians
Santa Barbara, California	Pedestrian improvements should preserve or enhance the historical qualities of a place and the city
Los Angeles, California	- Monitor the ongoing process of the Bicycle Plan's implementation and its effectiveness in achieving the stated vision and goals - Evaluate the Bicycle Plan to identify strengths and weaknesses and adjust the implementation strategy
Arlington, Virginia	- Annually collect bicycling data on streets and trails - Implement a bike sharing program in the transit corridors and other densely developed areas
Madison, Wisconsin	Fully integrate bicyclists' needs into planning and design processes
Austin, Texas	Establish and maintain safe standards and guidelines for bicycle facilities, programs and projects
Bicycle and Pedestrian Plan Goals and Objectives – Other	
Boulder, Colorado	To increase bicycle mode share by at least 4% by the year 2020.
Ft. Collins, Colorado	- Use the local bicycle culture to attract employers, new residents, business, and visitors. - Encourage bicycle-related businesses and manufacturers. - Establish measurement methods for environmental benefits. - Pursue the Platinum Level designation with the League of American Bicyclists (LAB).
La Grande, Oregon	Alleviate congestion and improve air quality by reducing vehicle-miles of travel on State Highways and local streets
Ada County, Idaho	Enhance the quality of life
Davis, California	- Maintain a comprehensive and coordinated bicycle program - Bicycle circulation enhancement
Long Beach, California	Develop an economical transportation option that promotes social equity
Contra Costa County, California	Plan for the Needs of Bicyclists and Pedestrians
Santa Barbara, California	- People can conveniently walk to their destinations - People are healthier; childhood obesity is decreased - People with disabilities are more easily mobile - Children can safely develop independence and a sense of belonging to the larger community - Commercial streets are exciting places to visit - The pedestrian environment should be easy to use - The pedestrian environment should provide good places - The pedestrian environment should be used for many things
San Diego, California	- Increase the benefits of bicycling - Reduce vehicle use, improve air quality, and provide health benefits
Copenhagen, Denmark	Cyclist traveling speed on trips of over 5 km shall increase by 10%.

Appendix B – Public Involvement Plan

This document outlines the public involvement strategy for the Billings Area Bikeway and Trail Master Plan. Its purpose is to identify outreach methods, participants, dates, formats, and purposes for each meeting. Information contained in this document is based on the approved scope of work, and notes taken during the selection interview. This Public Involvement Plan meets the guidelines set forth in the Yellowstone County Board of Planning Participation Plan.

This public outreach approach is designed to accommodate multiple methods of public involvement and foster a spirit of cooperation among agency stakeholders. The goal of this Public Involvement Plan is to facilitate a shared vision of the bicycle and pedestrian system throughout Billings and its neighbors. Our experience, working on similar projects, has shown that community endorsement of any plan is critical to the long-term success of the bicycle system and to the ability of the City of Billings and Yellowstone County to implement the plan. We will engage the agencies, stakeholders, and the general public in many ways, including:

1. **Steering Committee Meetings:** We will use the project Steering Committee to be formed by the City of Billings. Key stakeholders from the City, Yellowstone County, and other agencies/committees should be invited to participate on the Steering Committee.
2. **Public Workshop and Townhall:** Input from the general public will be gathered via two public meetings; one a workshop and one a town hall. Comments received will be documented and used to steer the planning process. The first workshop will be held mid-project to allow the public to review the results of the data collection efforts and provide input on the gaps in the existing system and help identify other opportunities and constraints. The second public workshop will be held near the end of the project to review and comment on the draft recommendations.
3. **Project Website:** Communication materials, such as a project web page, are essential tools to maintain dialogue regarding the status of the project among City staff, the project team, decision-makers, stakeholders and the public. The web page will provide an outlet for the public and interested stakeholders to receive updated project information and contact information.
4. **City Council and County Commission Presentations:** Alta Planning will provide project summary briefings at one City Council meeting and one County Commission meeting at the appropriate times as determined by the consultant team and City/County staff.

These outreach methods are discussed in more detail below. Meetings, workshops, and townhalls will be scheduled to correspond with key decision points throughout the project. A stakeholder database will be developed and maintained throughout the project for efficient communication. This documentation along with summaries of key activities will provide the City of Billings and Yellowstone County with a written record of coordination and outreach to the public.

Outreach Method 1: Steering Committee

The Alta team will participate in Steering Committee meetings throughout the length of the project. These meetings are scheduled monthly on the second Thursday at 10:00am, but there should be some flexibility to reschedule and shuffle meetings to fit the momentum of the project and deliverables. Agency stakeholders will be invited to participate in all Steering Committee meetings. Representatives from The Alta/Peaks to Plains

Design team will attend each committee meeting. It is possible that attendance may be electronic (either by phone conference or video conference) for some meetings to conserve project resources.

Outreach Method 2: Public Workshop and Townhall

The Alta/Peaks to Plains team will prepare displays for and facilitate two public open houses. Each open house will be held on a single night at a location specified by the City. The City of Billings will secure the location for each public meeting.

Public Workshop (Meeting #1)

The workshop will tentatively be set for September 15th 2010. The open house will be designed to allow the public to review the results of the existing conditions analysis, provide input on the gaps in the existing system, and help identify additional opportunities and constraints.

The City of Billings will provide a high level of support for meeting logistics and prepare specific elements, as follows. Alta and Peaks to Plains Design will provide content and support for the preparation of notices for the open houses. We will provide content for display ads for local media.

Key milestone dates in preparation of the open house will be as follows:

- Two weeks prior to event: Draft boards / maps delivered by email to City of Billings Staff.
- One week prior to event: Final revisions will be made to the boards based in input received in preparation for the open house.

Advertising

The planned advertising strategy for the Public Workshop will be coordinated by Peaks to Plains, with assistance from the City of Billings. All project related informational releases will adhere to YCBP standards and include:

- Project description;
- Meeting or other participation process purpose;
- Location, time, date(s), and details regarding the involvement opportunity
- Sources for additional documentation (provide additional visuals such as maps and design plans); and
- Contact name and information for further questions.

Possible notifications are as follows:

Mailings

Postcards or flyers advertising the workshop are not required specifically by the Yellowstone County Board of Planning Participation Plan. If the City of Billings or Yellowstone County wishes to do postcard mailings it may do so using public resources. Recipients for mailings could include:

- Project contacts collected via the project website,
- YCBP Interested Party Contact List
- Sent out via utility bills at little/no cost to all residents

E-mail

An email notice will be sent to key groups that can be easily forwarded to distribution lists they have access to, including:

- Steering Committee
- Interested Party Contact List maintained by YCBP
- Neighborhood Associations and Groups
- City/County Mailing Groups
- BikeNet
- Billings Chamber of Commerce
- Local Bike Clubs
- Montana State University

Websites

Information about the public workshop will be posted on the City/County website and project website. Other agencies will be encouraged to post notices on their own websites. At a minimum the information will be posted on the following websites:

- Project Website
- City of Billings website
- Yellowstone County Website
- Local Radio/TV PSA Page

Newspaper Ads & Media Packets

Alta/Peaks to Plains team will collaborate with City/County staff on an initial press release and media event announcing the beginning of the planning process. A couple weeks before the public workshop, press releases/media packets will be prepared by Peaks to Plains with input from City/County staff and sent to media outlets. At a minimum, the ads and information will target as many of the following publications as possible that are contained within Appendix C of the Yellowstone County Board of Planning Participation Plan.

Town Hall (Meeting #2)

The second public open house will be held near the end of the project, tentatively scheduled the first week in November, 2010. The purpose of this open house is to solicit public feedback on the recommended bicycle network map.

Roles for The City of Billings/Yellowstone County Alta/Peaks to Plains team for meeting logistics and advertising will be similar to those described for Public Workshop #1. Detailed planning for the second Open House will begin in October 2010.

Outreach Method #3: Project Website

Communication materials, such as a project website, are essential tools to maintain dialogue regarding the status of the project among City/County staff, the project team, decision-makers, stakeholders and the public. The web page will provide an outlet for the public and interested stakeholders to receive updated project information, review relevant documents, review project materials, collect information from the public, and contain contact information.

Alta Planning will lead this task.

The project website will contain key public involvement components including a contact submission form where residents can confidentially provide their email address to receive future project updates, and a

comment form whereby residents can submit feedback/comments on the planning process or the bicycle/trail network in the Billings urban area.

The project website will be live by the 3rd week in June 2010 and be live throughout the duration of the project.

Outreach Method #4: City Council & County Commission Presentations

Alta Planning will provide project summary briefings at one City Council meeting and one County Commission meeting at the appropriate times as determined by the consultant team and City/County staff. The intent is to involve the City Council and the Board of Commissioners throughout the length of the project so that the opportunity for elected official input, and buy-in is capitalized on. With this strategy adoption of the study should proceed smoothly upon completion of the study.

Additionally, the Billings City Council and Yellowstone County Board of Commissioners will be specifically invited to all of the public meetings outlined above to provide additional interaction and engagement.

Stakeholder Database

A stakeholder database will be developed and maintained throughout the project for efficient communication. Alta Planning will lead the development and maintenance of the database with assistance from Peaks to Plains. After each Public Information Meeting the database will be updated. Attendee names and email addresses will be collected.

Appendix C – Complete Streets

It is the current intention of the City of Billings to develop a Complete Streets Policy. Below are conceptual guidelines that may be used to guide the development of such a policy. Yellowstone County does not intend to adopt a Complete Street Policy at this time, and this appendix shall not be interpreted to be binding on the County in any manner.

Introduction

A complete street is one that is designed and operated to safely accommodate all users, including: motorists, pedestrians, bicyclists, transit, and people of all ages and abilities. A complete street policy causes transportation agencies to design and operate the entire right of way to encompass users of all types and to promote safe access and travel for the users. A complete street policy is put in place to ensure that the streets are safe for bicyclists, children, persons with disabilities, motorists, movers of commercial goods, pedestrians, users of public transportation, and seniors.



Complete Streets are designed for all users (image: Complete Streets Coalition – www.completestreets.org)

A complete street may be comprised of many different elements; these elements may include, but are not limited to: sidewalks, bike lanes, crosswalks, wide shoulders, medians, bus pullouts, special bus lanes, raised crosswalks, audible pedestrian signals, sidewalk bulb-outs, and more. The elements that are used can vary from project to project, but the end result is still to achieve a connected network that is safe and effective for all modes of travel.



Aronson Avenue is a Complete Street

History of Complete Streets in Billings

Complete Streets are nothing new in Billings and have been in existence since the first streets were developed in the downtown area. Over time as technology changed, the focus of road building changed from accommodating all modes including pedestrians, bicyclists, street cars and horses, to the sole purpose of moving large amounts of motor vehicle traffic. The impacts of the change in urban form that resulted from wider auto-centric streets are being felt in society today.

The Alliance for Healthy Places has been one of the most vocal entities for the adoption of a Complete Streets Policy in Billings. Created in 2001, the Alliance is an affiliated partnership of the Chief Executive Officers from the area's two hospitals (Billings Clinic and St. Vincent Healthcare) and RiverStone Health, who are committed to working collaboratively on community and regional health projects. In 2006, the Alliance sponsored a comprehensive Community Health Assessment (CHA) which used national (Healthy People 2010) and state benchmarks to identify opportunities for community health improvement. The results of the CHA were generalizable to the entire county.

8.3.7 Results of the Community Health Assessment

Results of the CHA illustrate that physical activity rates in Yellowstone County warrant immediate attention. More specifically, over three-fourths (76.4%) of community members do not participate in a regular fitness program. Of those who report non-participation, 22.9% cite not having enough time and 21.4% say the expense of a program deters them from partaking.

Yellowstone County statistics pertaining to physical activity are less favorable than state and national findings, and fail to meet Healthy People 2010 standards. There is a strong correlation between income and physical activity rates. Yellowstone County residents living at low income levels report not getting any physical activity (37.5%) in their leisure time within the last 30 days than middle to high income persons (21.9%).

Creating ways to make physical activity a part of everyday living (i.e., creating mixed use developments that offer convenient places to work and shop within walking distance of residences, encouraging physical activity for school-aged children by providing safe routes to school, developing trails that can be utilized for transportation to destinations, etc.), will help address matters of time and money limitations for physical activity among local residents.

To further address local health issues, the Alliance's member organizations concluded that a Healthy Places Initiative could help improve several indicators in the population's health, specifically those identified in the CHA. The purpose of the Healthy Places Initiative is to provide a framework for Billings to create a community that is healthy by design, (i.e., to intentionally influence the environment in which people live, work and play) so that positive health effects are enhanced and negative health effects are mitigated. Recent rapid development and growth in Billings has also made the need for thoughtful and deliberate plans more immediate.

The creation of the Healthy Places Initiative brought together a valuable network of assets including infrastructure; engineering and planning; the largest medical center in a 500-mile radius; a strong network of non-profits and community action groups; and significant professional expertise.

There has also been a lot of work and collaborating with the City of Billings Planning Department. With support from the Alliance and the Healthy Places Initiative, RiverStone Health, in coordination with the City of Billings Planning Department, began a health impact assessment (HIA) to evaluate and revise the 2003 Yellowstone County/City of Billings Growth Policy. A critical result of the HIA was an understanding of the need to incorporate a community health component into the updated Growth Policy. This community health component has been adopted into the revised 2008 Growth Policy which will guide the growth and development of the local community for the next five years.

The community health component of the 2008 Growth Policy identifies seven public health issues that Yellowstone County is currently experiencing, seven policies to deter each issue, and 40 strategies to be implemented to support the policies. Many of the issues, policies and strategies focus on promoting physical activity as part of everyday living. More overarching, they recognize the benefits of healthy community design and intentionally influencing the way the community develops; is not a matter of whether we grow, but rather how well we grow. Therefore, the Growth Policy has been used as a starting point for collaboration among area partners for coordinating and planning a community which provides its residents a foundation for everyday opportunities for physical activity through smart growth principles.

8.3.8 Complete Streets as a Goal

In 2009 the Healthy Places Advisory Committee identified the adoption of a Complete Streets policy for the City of Billings as a goal. One of the first priorities was to host a Complete Streets Workshop for key stakeholders in the community. The all day workshop occurred in April 2010 and had 35 attendees representing health, planning, City Council, County Commissioners, emergency services, transit, public works, Chamber of Commerce, Safe Routes to School, economic development and parks and recreation.

As a follow-up to this workshop Healthy Places invited back stakeholders for a follow-up meeting in October 2010. In this follow-up meeting the group discussed the obstacles of a Complete Streets policy and the potential benefits of a policy. The group decision was to write a Complete Streets policy for the City of Billings.

Elements of a Complete Street Policy

All existing Complete Streets policies contain standard elements that together, create an effective and adoptable policy that benefits all roadway users. A complete street policy is put in place to create a standard for complete street implementation. Complete streets are designed and operated to create safe access and travel for 'all users', including pedestrians, bicyclists, transit vehicles and users, and motorists, of all ages and abilities. A complete street policy seeks to create a comprehensive, integrated, and connected network and

promotes transportation agencies to use complete street designs in all appropriate road projects. A Complete Streets policy recognizes the need for flexibility: that all streets are different and user needs should be balanced. Any exceptions to complete street implementation must be clearly and specifically stated within the policy and require high-level approvals so that there is no confusion what type of design needs to be used is required. Standard design places the emphasis on level of service and traffic. A complete street policy should balance the needs of all the users within the design. The design must fit in with the context of the community while using the latest and best standards.

Standards within the policy must be put in place to ensure that an effective policy is created. The policy must create a network that is complete and connected while still allowing for flexibility within the design. All streets are unique and require different levels of attention, so the policy must be flexible enough to accommodate all types of roads and be adoptable by every agency. The policy must apply to both new and reconstruction projects at all levels including planning, design, maintenance, and operations.

Major street improvements are not a requirement during maintenance activities and should not be expected. Maintenance activities do present some opportunities that can improve the environment for other roadway users. While the construction of a sidewalk is not appropriate as part of maintenance activities, facilities such as improved crosswalks, or bike lanes, or a shoulder stripe may be included in a routine re-stripe of a roadway if adequate space exists and the facility is designated to have such facilities in the Billings Area Bikeway and Trail Master Plan or the Billings Urban Area Long-Range Transportation Plan.



Roadway re-striping is a good time to add bike lanes to designated roadways

Policy Recommendation

The City of Billings should adopt a Complete Streets Policy in 2011 following adoption of the Billings Area Bikeway and Trail Master Plan. The specific language of the policy will need to be drafted with close coordination of the appropriate jurisdictions including city and county departments, MDT and the Healthy Places Initiative.

Implementation

After adoption of the Complete Streets Policy, effective implementation requires additional steps to ensure success. The City of Billings will need to review their procedures and, if necessary, restructure them, to accommodate all users on every project. In addition, applicable changes to design manuals or public works standards will need to be made to fully encompass the safety and needs of all users by employing the latest in design standards and innovation. Periodic education and training of planners and engineers is also recommended to ensure the latest techniques in balancing the needs of roadway users are being applied. Finally, existing data sources and projects can be tapped to track how well the streets are serving all users.

Regular City Council Meeting

Meeting Date: 08/08/2011

TITLE: ZC #877 - 2nd reading of Ordinance

PRESENTED BY: Candi Beaudry

Department: Planning & Community Services

PROBLEM/ISSUE STATEMENT

This is a zone change request from Planned Development – Neighborhood Commercial to Planned Development – Neighborhood Commercial with an allowance for the on-premise sale and consumption of beer and wine without gaming and the provision of catering services. The application is for a 37,739 square foot parcel of land described as Lot 3, Block 40, Harvest Subdivision, 4th Filing, located generally at 3210 Henesta Drive. The property is owned by Steel Properties, Ronald Steel, President and is represented by Siam Thai, LLC and Andrew Billstein, Billstein Law Firm. The agents and owner conducted a pre-application neighborhood meeting on May 31, 2011 and a preliminary review meeting was held by city staff on June 23, 2011. The pre-application meeting notes are included as Attachment C. The Zoning Commission held a public hearing on July 5, 2011, and recommended approval on a 4-0 vote. The Council conducted a public hearing on July 25, 2011, and voted to approve the zone change on first reading.

ALTERNATIVES ANALYZED

State law at MCA 76-2-304 requires that all zone changes be reviewed in accordance with 12 criteria. Using the 12 criteria to determine the appropriateness of the zone change request, the City Council may:

1. Approve the zone change request
2. Deny the zone change request
3. Allow withdrawal of the application
4. Delay action for up to thirty (30) days

FINANCIAL IMPACT

There should be no impact to the city's tax base from the proposed zone change. If property improvements are made, then an increase in taxable property value can be expected.

RECOMMENDATION

The Zoning Commission is forwarding a recommendation of approval and adoption of the 12 criteria for Zone Change #877 on a 4 to 0 vote.

APPROVED BY CITY ADMINISTRATOR

Attachments

Attachment A - PD Amendment

Attachment A
PLANNED DEVELOPMENT AGREEMENT
For Lot 3, Block 40, of Harvest Subdivision 4th Filing,
in the City of Billings, Yellowstone County, Montana

THIS AGREEMENT, made and entered into this ____ day of _____, 2011, by and between STEEL PROPERTIES, LLC, a Montana corporation (hereinafter referred to as “Owner”), and the City of Billings (hereinafter referred to as “City”).

WITNESSETH

WHEREAS, the undersigned is the Owner of all of Lot 3, Block 40, of Harvest Subdivision, 4th Filing, according to the record thereof on file in the office of the Clerk and Recorder of Yellowstone County, Montana, a Planned Development affected by this Agreement, as outlined within the City Zoning Ordinance;

WHEREAS, the aforesaid Owner applied for a change of zoning for the above-described real property from Planned Development Neighborhood Commercial to Planned Development Neighborhood Commercial with a Special Agreement under Article II, Subsection D – 5;

WHEREAS, the City has approved the change of zoning to Planned Development Neighborhood Commercial with a Special Agreement under Article II, Subsection D – 5 after due and proper administrative review, notice and public hearing, all in accordance with City Ordinances and requirements;

NOW, THEREFORE, in consideration of the premises, the Owner and the City hereby establish and declare that Lot 3, Block 40, of Harvest Subdivision 4th Filing, City of Billings, Yellowstone County, Montana, according to the official plat on file in the office of the Clerk and Recorder of said County under Document #1251049 (commonly referred to as 3210 Henesta Drive, Billings, Montana 59102) is hereby zoned Planned Development Neighborhood Commercial with a Special Agreement under Article II, Subsection D – 5 effective immediately.

I. PERSONS BOUND BY THE PLANNED DEVELOPMENT AGREEMENT.

All persons, corporations or other entities, who now have or shall hereafter acquire any interest in and to the above-described real property shall be taken and held to agree to the zoning of the above-described real property as Planned Development Neighborhood Commercial with a Special Agreement under Article II, Subsection D – 5.

II. Addendum to Planned Unit Development Agreement – Harvest Subdivision – Official Document on file with the office of the Clerk and Recorder #1231501

Article II, Subsection D is amended to include the following Special Agreement:

5. The sale of beer and wine for on-premise consumption without gaming and the provision of catering services are allowable uses at Lot 3, Block 40, Harvest Subdivision, 4th Filing, in addition to other uses otherwise allowable in a Neighborhood Commercial zoning district.

STATE OF MONTANA)
 : ss.
County of Yellowstone)

On this ____ day of _____, 2011, before me, the undersigned, a Notary Public for the State of Montana, personally appeared Thomas W. Hanel, known to me to be the Mayor and duly authorized agent of the City of Billings, executing the within instrument, and acknowledged to me that he executed the within instrument on behalf of said corporation, having first been authorized so to do.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my notarial seal the day and year in this certificate first above written.

(Notary Seal)

Printed Name: _____
Notary Public for the State of Montana
Residing at _____, Montana
My Commission Expires: , 20____

Regular City Council Meeting

Meeting Date: 08/08/2011

TITLE: Preliminary Subsequent Minor Plat, Amended Lots 8 & 9A-5, Block 1, Montana Sapphire Subdivision

PRESENTED BY: Candi Beaudry

Department: Planning & Community Services

PROBLEM/ISSUE STATEMENT

On July 1, 2011, the Planning Division received an application for preliminary plat approval for Amended Lots 8 and 9A-5, Block 1, Montana Sapphire Subdivision. The plat contains five lots on approximately 7.3 acres of land for commercial or industrial development. The proposed subdivision is located on the west side of Shiloh Road, on both sides of Montana Sapphire Drive, south of King Avenue West. The lots are currently vacant. The owner is Montana Sapphire, LLC, and the representing agent is Sanderson Stewart.

ALTERNATIVES ANALYZED

In accordance with state law, the City Council has 35 working days to act upon this subsequent minor preliminary plat; the 35 working day review period for the proposed plat ends on August 19, 2011. State and City subdivision regulations also require that preliminary plats be reviewed using specific criteria, as stated within this report. The City may not unreasonably restrict an owner's ability to develop land if the subdivider provides evidence that any identified adverse effects can be mitigated. Within the 35 day review period, the City Council is required to:

1. Approve;
2. Conditionally Approve; or
3. Deny the Preliminary Plat

FINANCIAL IMPACT

Should the City Council approve the preliminary plat, the subject property may further develop under private ownership, resulting in additional tax revenues.

BACKGROUND

General location: On the west side of Shiloh Road north and south of Montana Sapphire Drive.

Legal Description: Lot 8 and 9A-5, Block 1, Montana Sapphire Subdivision

Owner/Subdivider: Montana Sapphire, LLC

Engineer and Surveyor: Sanderson Stewart

Existing Zoning: Entryway Light Industrial (ELI) with South Shiloh Corridor Overlay District (SSCOD)

Existing land use: Vacant

Proposed land use: Commercial and/or industrial uses

Gross/net area: 7.34 acres

Proposed number of lots: 5

Lot size: Max: 2.49 acres

Min.: 0.75 acres

Parkland requirements: A parkland dedication is not required, as this is a commercial subdivision

STAKEHOLDERS

A public hearing is not scheduled for the City Council meeting; however nearby property owners may attend the City Council meeting. The Planning Division has received no public comments or questions regarding the proposed subdivision.

CONSISTENCY WITH ADOPTED POLICIES OR PLANS

Consistency with the Growth Policy, the Transportation Plan 2009 Update, and Heritage Trail Plan are discussed within the Findings of Fact.

RECOMMENDATION

Staff recommends conditional approval of the preliminary subsequent minor plat of Amended Lots 8 & 9A-5, Block 1, Montana Sapphire Subdivision and adoption of the Findings of Fact as presented in the staff report to the City Council.

Recommended Conditions of Approval

1. To ensure the provision of easements and minimize effects on public health and safety, the subdivider shall work with the City Engineering Division and the private utility companies to determine suitable locations for utility easements, if necessary. These easements shall be shown on the final plat.
2. To mitigate effects on local services, Section VI.A. of the SIA shall be amended to include the following: "A meter vault will be required where a water service exceeds 250 feet from the public water main to where the water main enters the building."
3. Minor changes may be made in the SIA and final documents, as requested by the Planning, Legal, or Engineering Departments to clarify the documents and bring them into the standard acceptable format.
4. The final plat shall comply with all requirements of the City of Billings Subdivision Regulations, rules, regulations, policies, and resolutions of City of Billings, and the laws and Administrative Rules of the State of Montana.

APPROVED BY CITY ADMINISTRATOR

Attachments

Preliminary Plat

Findings of Fact

Mayor's Letter of Approval

AMENDED PLAT OF LOT 8, BLOCK 1 AND LOT 9A-5, BLOCK 1,
MONTANA SAPPHIRE SUBDIVISION
SITUATED IN THE N.E. 1/4 OF SECTION 15, T.1S., R. 25 E., P.M.M.
BILLINGS, YELLOWSTONE COUNTY, MONTANA

PREPARED FOR : MONTANA SAPPHIRE, LLC

PREPARED BY : SANDERSON STEWART

SCALE : 1" = 60'

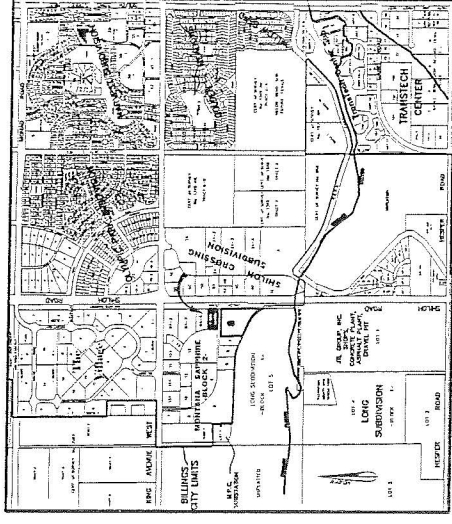
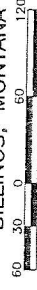
PLAT DATA

GROSS AREA	= 7.3402 ACRES	EXISTING ZONING	= ENTRYWAY LIGHT INDUSTRIAL & SOUTH SHILOH CORRIDOR OVERLAY DISTRICT
NET AREA	= 7.3402 ACRES		
NUMBER OF LOTS	= 5	SURROUNDING ZONING:	
MINIMUM LOT SIZE	= 0.7500 ACRES		
MAXIMUM LOT SIZE	= 2.4918 ACRES		
LINEAL FEET OF STREETS	= 0		
PARKLAND REQUIREMENT	= NA		
PARKLAND DEDICATION	= NA		
EXISTING LAND USE	= VACANT/UNDEVELOPED		
PROPOSED LAND USE	= COMMERCIAL DEVELOPMENT		

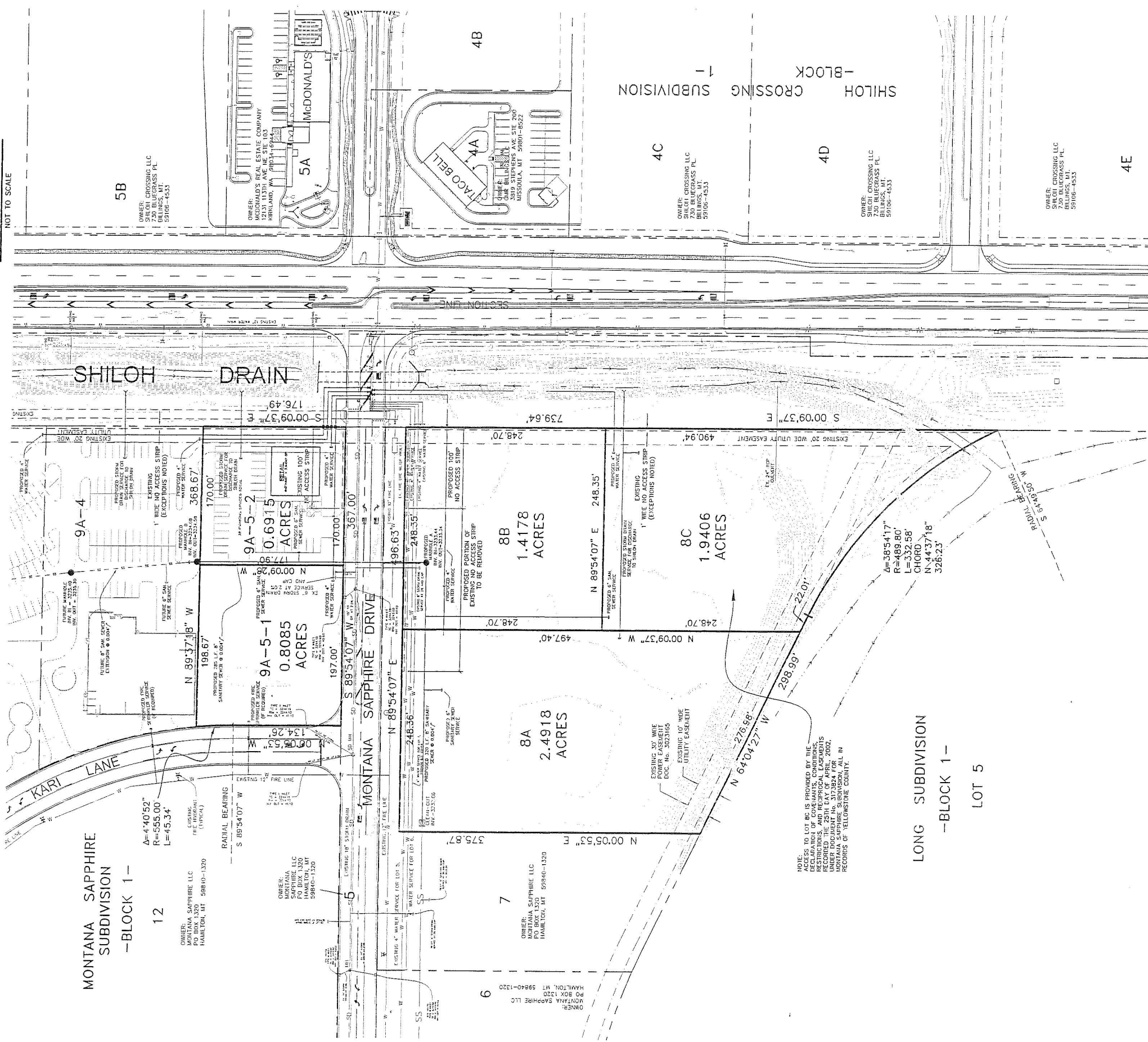
NORTH	= ENTRYWAY LIGHT INDUSTRIAL & SOUTH SHILOH CORRIDOR OVERLAY DISTRICT
SOUTH	= AGRICULTURAL OPEN & SOUTH SHILOH CORRIDOR OVERLAY DISTRICT
EAST	= CONTROLLED INDUSTRIAL & SOUTH SHILOH CORRIDOR OVERLAY DISTRICT
WEST	= ENTRYWAY LIGHT INDUSTRIAL & SOUTH SHILOH CORRIDOR OVERLAY DISTRICT

JULY, 2011

BILLINGS, MONTANA



VICINITY MAP
NOT TO SCALE



NOTE:
ACCESS TO LOT 8C IS PROVIDED BY THE
OWNER OF LOT 8C. THE OWNER OF LOT 8C
SHALL BE RESPONSIBLE FOR MAINTAINING
RESTRICTIONS, AND REPAIRING DAMAGE
RECORDED THE 25TH DAY OF APRIL, 2002.
THIS PLAT IS SUBJECT TO THE RECORDS OF
MONTANA SAPPHIRE, LLC, IN THE
RECORDS OF YELLOWSTONE COUNTY.

LONG SUBDIVISION

—BLOCK 1—

LOT 5

Findings of Fact
Amended Lots 8 & 9A-5, Block 1, Montana Sapphire Subdivision

Staff is forwarding the recommended Findings of Fact for Amended Lots 8 & 9A-5, Block 1, Montana Sapphire Subdivision for review and approval by the City Council. These findings are based on the preliminary plat application and supplemental documents and address the review criteria required by the Montana Subdivision and Platting Act (76-3-608, MCA) and the Billings Subdivision Regulations (Section 23-304(c), BMCC).

A. What are the effects on agriculture, local services, the natural environment, wildlife and wildlife habitat and public health, safety and welfare? [MCA 76-3-608 (3)(a) and (23-302(H)(2), BMCC)]

1. Effect on agriculture and agricultural water user facilities

The subject property was historically used for irrigated agricultural land but has been slated for commercial development since it was originally platted in 2002. With completion of the Shiloh Road corridor upgrades last year, this and surrounding properties are poised for further development and should not have an impact on agriculture production or activities in the area. The Shiloh Drain is located on the east side of the property within its own right-of-way. It will remain an open drain, and is owned by the City for storm water management. The subject property does not have water rights to other area ditches. Overall, there is no anticipated effect on irrigation facilities or agriculture in the area.

2. Effect on local services

- a. **Utilities** – Individual water services for the proposed subdivision shall come from the existing public main located at the intersection of Montana Sapphire Drive and Shiloh Road. Public Works- Engineering Division has requested that future lot owners be made aware that a meter vault will be required where a water service exceeds 250 feet from the public water main to where the water main enters the building. This has been recommended as a condition of approval (**Condition #2**). Additionally, a private 12-inch fire line exists in Montana Sapphire Drive and Kari Lane and fire hydrants will be provided as requested by the Fire Department. Lot owners will be responsible for extension of water services, hydrants, and water meter vaults at the time of lot development.

Sewer services are to be provided from an existing 8-inch private sanitary sewer main along the south side of Montana Sapphire Drive. The private main will be extended and individual services will be provided upon lot development, to serve all lots in this subdivision.

Private utilities such as electric and gas are available to the lots upon development. It is recommended that the utility companies be given the opportunity to review and approve the final easement placement (**Condition #1**).

- b. **Storm water** – Storm water management improvements will be evaluated at the time of lot development. All drainage improvements shall comply with the provisions of the 2011 City of Billings Storm Water Management Manual. A Storm water Pollution

Prevention Plan (SWPPP) will also be required at the time of lot development to mitigate any construction related storm water pollution.

- c. **Solid waste** - The City of Billings will provide solid waste collection and disposal. The City's landfill has adequate capacity for this waste.
- d. **Streets** –Shiloh Road fronts the subject property's east side, and Montana Sapphire Drive divides the property with Lots 9A-5-1 and 9A-5-2 being on the north, and Lots 8A, 8B, and 8C on the south. Access to all 5 lots will be gained from Montana Sapphire Drive as a no-access easement is existing along Shiloh Road. The existing one-foot no-access easement along the south side of Montana Sapphire Drive will be decreased from 300 feet to 100 feet from Shiloh Road, in order to provide access to Lot 8B. This reduction in no-access easement would allow the new approach to potentially match up with the access point for Lot 9A-5-2 across the street. No improvements are needed for either Shiloh Road or Montana Sapphire Drive as a result of this subdivision.
- e. **Emergency services** - The Billings Police and Fire Departments will respond to emergencies within the proposed subdivision. The nearest emergency services stations are located at Grand Avenue and 54th St. West (Station #7) and near South 24th St. and Monad (Station #5). The subdivision is located within the ambulance service area of American Medical Response. The Fire Department will review hydrant needs for new development at the time of building permit review.
- f. **Schools** –Schools will be minimally affected by this subdivision as it is a commercial subdivision.
- g. **Parks and Recreation** - A parkland dedication is not required, as this is a commercial subdivision.
- h. **Mail Delivery** - The United States Postal Service indicated that a centralized delivery site will be required. The location of any new mailbox units shall be reviewed and approved by the post office.

3. Effect on the natural environment

The proposed subdivision should have only minor effects on the natural environment, as there will be short term air and noise pollution associated with construction on the property. The subdivision is located near the corner of two arterial streets in a developed area of the City. Shiloh Drain is identified on draft West Billings Flood Study Area as a flood plain area, due to its low elevation. It will likely function as a storm water collection facility in the event of large storms. The subject property should not be affected, as it is outside of the flood plain.

4. Effect on wildlife and wildlife habitat

The proposed subdivision should not affect wildlife or habitat. There are no known endangered or threatened species on the property.

5. Effect on the public health, safety and welfare

The subdivision should not negatively affect public health or safety. The subject property is not within a mapped floodway or flood zone. There are no obvious threats to public health, safety or welfare.

B. Was an Environmental Assessment required? (76-3-210, MCA) (23-901, BMCC)

The proposed subdivision is exempt from the requirement for an Environmental Assessment pursuant to Section 76-3-210, MCA and 23-901, BMCC.

C. Does the subdivision conform to the Yellowstone County-City of Billings 2008 Growth Policy Update, the Urban Area Transportation Plan, 2009 Update, and the Heritage Trail Plan? (23-301, BMCC)

1. Yellowstone County-City of Billings 2008 Growth Policy Update

The proposed subdivision is consistent with the following goals of the Growth Policy:

- a. **Goal: Predictable land use decisions that are consistent with neighborhood character and preferred land use patterns identified in neighborhood plans. (p. 6).**
- b. **Goal: Contiguous development focused in and around existing population centers separated by open space (p. 6).**
- c. **Goal: Visually appealing rights-of-way that serve the needs of all modes of travel (p. 11).**

2. Urban Area Transportation Plan Update 2009

The proposed subdivision adheres to the goals and objectives of the 2009 Transportation Plan Update and preserves the street network and street hierarchy specified within the plan.

3. Heritage Trail Plan

The Heritage Trail Plan has specified a multi-use trail along the Shiloh Road corridor, and this trail was constructed in recent years with the upgrades to the road. No new improvements will be required with this subdivision to meet the Trail Plan recommendations.

D. Does the subdivision conform to the Montana Subdivision and Platting Act and to local subdivision regulations? [MCA 76-3-608 (3) (b) and (23-301, BMCC)]

The proposed subdivision, with the proposed conditions, satisfies the requirements of the Montana Subdivision and Platting Act and conforms to the design standards specified in the local subdivision regulations. The subdivider and the local government have complied with the subdivision review and approval procedures set forth in the local and state subdivision regulations.

E. Does the subdivision conform to sanitary requirements? [(23-408, BMCC)]

The property is served by the City of Billings' water, sewer and solid waste services.

F. Does the proposed subdivision conform to all requirements of the zoning in effect? [(23-402, BMCC)]

The subject property is located within the ELI and SSCOD zoning districts and complies with the standards set forth in Section 27-309, BMCC. New development will be further reviewed for compliance upon building permit submittal.

G. Does the proposed plat provide easements for the location and installation of any utilities? [MCA 76-3-608 (3) (c) and (23-410(A)(1), BMCC)]

All main lines for utilities are already in place so new development will just need to tap into the existing lines. In case the new service lines cross property boundaries, **Condition #1** requires the subdivider to work with the City Engineering Division and the private utility companies to provide acceptable utility easements on the plat if necessary.

H. Does the proposed plat provide legal and physical access to each parcel within the subdivision and notation of that access on the plat? [MCA 76-3-608 (3) (d) and (23-406, BMCC)]

Access to the subdivision shall be from Montana Sapphire Drive. All internal shared driveways are covered under existing reciprocal access easements filed with the original plat.

CONCLUSIONS OF FINDING OF FACT

- The preliminary plat of Amended Lots 8 & 9A-5, Block 1, Montana Sapphire Subdivision, does not create any adverse impacts that warrant denial of the subdivision.
- The proposed subdivision conforms to several goals and policies of the 2008 Growth Policy and does not conflict with the 2009 Transportation Plan Update or the Heritage Trail Plan.
- The proposed subdivision complies with state and local subdivision regulations, local zoning, and sanitary requirements and provides legal and physical access to each lot.
- Any potential negative or adverse impacts will be mitigated with the proposed conditions of approval.

Approved by the Billings City Council, August 8, 2011.

Thomas W. Hanel, Mayor

Mayor's Approval Letter

August 9, 2011

Montana Sapphire, LLC
P.O. Box 1320
Hamilton, MT 59840

Dear Applicant:

On August 8, 2011, the Billings City Council conditionally approved the preliminary plat of Amended Lots 8 & 9A-5, Block 1, Montana Sapphire Subdivision, subject to the following conditions of approval:

1. To ensure the provision of easements and minimize effects on public health and safety, the subdivider shall work with the City Engineering Division and the private utility companies to determine suitable locations for utility easements, if necessary. These easements shall be shown on the final plat.
2. To mitigate effects on local services, Section VI.A. of the SIA shall be amended to include the following: "A meter vault will be required where a water service exceeds 250 feet from the public water main to where the water main enters the building."
3. Minor changes may be made in the SIA and final documents, as requested by the Planning, Legal or Engineering Departments to clarify the documents and bring them into the standard acceptable format.
4. The final plat shall comply with all requirements of the City of Billings Subdivision Regulations, rules, regulations, policies, and resolutions of City of Billings, and the laws and Administrative Rules of the State of Montana.

Should you have questions please contact the Juliet Spalding at (406) 247-8684 or by email at spaldingj@ci.billings.mt.us .

Sincerely,

Thomas W. Hanel, Mayor

Pc: Pat Davies, PE, Sanderson Stewart

Regular City Council Meeting

Meeting Date: 08/08/2011

TITLE: Payment of Claims July 11, 2011.

PRESENTED BY: Pat M. Weber, Financial Services Manager

Department: City Hall Administration

PROBLEM/ISSUE STATEMENT

Claims in the amount of \$2,019,907.32 have been audited and are presented for your approval for payment. A complete listing of the claims dated July 11, 2011, is available in the Finance Department.

ALTERNATIVES ANALYZED

The Council may:

- Approve the payment of claims; or
- Not approve the payment of claims.

FINANCIAL IMPACT

Claims have a varying impact on department budgets, but are submitted by the departments and reviewed by Finance staff before being sent to the Council.

RECOMMENDATION

Staff recommends that Council approve Payment of Claims.

APPROVED BY CITY ADMINISTRATOR

Attachments

List of claims greater than \$2500.

PROGRAM: GM350L

MINIMUM AMOUNT: 2,500.00

CITY OF BILLINGS

FROM 07/11/2011 TO 07/11/2011

BANK CODE

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CHECK DATE	CHECK NUMBER	VENDOR NAME	VENDOR #				CHECK AMOUNT
ACCOUNT #	TRN DATE	DESCRIPTION	INVOICE	PO #	PER/YEAR	TRN AMOUNT	
07/11/2011	746194	A & I DISTRIBUTORS	16				12,660.24
601-0000-141.00-00	06/07/2011	MP	2050773		12/2011		2,462.90
601-1553-481.26-50	06/07/2011	MP	2050773	282808	12/2011		.55
571-7143-713.24-50	06/21/2011	INVOICE# 2053839	2053839	F13004	12/2011		73.97
571-7143-713.24-50	06/21/2011	INVOICE# 2053846	2053839	F13004	12/2011		9.24
541-3123-435.23-20	06/30/2011	OIL FOR THE LANDFILL	2058672	284656	12/2011		1,958.08
601-0000-141.00-00	06/30/2011	MP	2055932		12/2011		5,088.81
601-0000-141.00-00	06/30/2011	MP	2055932		12/2011		48.79
601-0000-141.00-00	06/30/2011	MP	2058993		12/2011		672.32
601-0000-141.00-00	06/30/2011	MP	2058993		12/2011		2,175.14
150-2112-421.23-20	06/30/2011	MP	2055932	285258	12/2011		28.31
211-3132-433.23-20	06/30/2011	MP	2055932	285258	12/2011		28.32
541-3122-435.23-20	06/30/2011	MP	2055932	285258	12/2011		28.32
601-1553-481.26-50	06/30/2011	MP	2055932	285258	12/2011		.28
601-1553-481.26-50	06/30/2011	MP	2058993	285258	12/2011		.26
571-7144-713.23-20	06/30/2011	MP	2059547	285258	12/2011		84.95
07/11/2011	746197	ACE ELECTRIC INC	40				24,613.66
512-8400-623.24-50	06/29/2011	MISC SERVICES	25060	285297	12/2011		1,400.00
521-1594-493.24-50	06/30/2011	MISC SERVICES	25127	285584	12/2011		72.00
521-1592-493.24-50	06/30/2011	MISC SERVICES	25140	285584	12/2011		72.00
845-3186-431.93-10	06/30/2011	WO0914 WICKS/ST ANDREWS	3	278464	12/2011		23,069.66
07/11/2011	746199	ACE HARDWARE HEIGHTS	12262				3,083.91
150-2226-422.24-50	06/29/2011	FIRE6:FASTENERS	089087/1 FIRE6	276343	12/2011		10.74
150-2223-422.22-90	06/29/2011	FIRE/BUREAU/TACKER&STAPLE	089163/1 FPB	276343	12/2011		29.98
150-2226-422.24-50	06/29/2011	FIRE1:HOSE MENDING	089173/1 FIRE1	276343	12/2011		43.20
502-7400-603.24-50	06/29/2011	MISC SERVICES	088907.1	285318	12/2011		2,999.99
07/11/2011	746201	AIR CONTROLS CO INC	65				4,947.38
521-1591-493.24-50	06/30/2011	MISC SERVICES	91162	285589	12/2011		107.38
650-1566-487.39-90	06/30/2011	MISC SERVICES	91219	285643	12/2011		4,840.00
07/11/2011	746203	ALDRICH & CO	80				49,655.25
416-7493-603.92-20	06/30/2011	PL0052 COLD STG POLE BARN	310892	282260	12/2011		47,495.25
416-7493-603.92-20	06/30/2011	MISC SERVICES	310894	285533	12/2011		2,160.00
07/11/2011	746204	ALPINE PLUMBING & HEATING	102				7,401.20
650-1567-487.36-90	06/29/2011	MISC SERVICES	57074	285376	12/2011		4,969.20
650-1567-487.36-90	06/30/2011	MISC SERVICES	5755	285395	12/2011		650.00
521-1595-493.24-50	06/30/2011	MISC SERVICES	57467	285592	12/2011		1,322.00
521-1594-493.24-50	06/30/2011	MISC SERVICES	570749	285595	12/2011		248.00
571-7143-713.24-50	06/30/2011	INVOICE# 000574210000	000574210000	F13083	12/2011		212.00
07/11/2011	746215	ASPEN PRACTICE P.C.	19297				2,715.25
10-1750-417.35-60	06/30/2011	MISC SERVICES	06292011	285468	12/2011		2,715.25
07/11/2011	746216	ASSOCIATED EMPLOYERS OF MONTAN	13075				2,792.50
10-1750-417.35-60	06/30/2011	MISC SERVICES	12-52447	285605	12/2011		1,111.25

PROGRAM: GM350L

MINIMUM AMOUNT: 2,500.00

CITY OF BILLINGS

FROM 07/11/2011 TO 07/11/2011

BANK CODE

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CHECK DATE	CHECK NUMBER	VENDOR NAME	VENDOR #					CHECK AMOUNT
ACCOUNT #	TRN	DATE	DESCRIPTION	INVOICE	PO #	PER/YEAR	TRN	AMOUNT
10-1750-417.35-60	06/30/2011	MISC SERVICES	12-52767	285605	12/2011			1,681.25
07/11/2011	746217	ASSOCIATED SUPPLY CO INC	21785					8,700.00
10-5126-451.93-70	06/30/2011	DOLPHON PRO X	66581	285419	12/2011			8,700.00
07/11/2011	746235	BILLINGS GAZETTE	420					17,450.99
10-1411-414.31-10	06/30/2011	ONLINE BANNER	JUNE 2011		12/2011			565.71
561-7110-711.32-10	06/30/2011	AIRPORT	JUNE 2011		12/2011			896.00
541-3122-435.33-70	06/30/2011	SOLID WASTE	JUNE 2011		12/2011			1,778.95
10-5140-436.33-10	06/30/2011	CEMETERY	JUNE 2011		12/2011			281.09
10-1313-413.33-60	06/30/2011	COMMUNITY CONVERSATION	JUNE 2011		12/2011			450.00
10-1411-414.39-39	06/30/2011	CITY LINK	JUNE 2011		12/2011			3,818.43
502-7311-602.32-10	06/30/2011	PUD WATER REPORT	JUNE 2011		12/2011			2,291.05
512-8311-622.32-10	06/30/2011	PUD W WATER REPORT	JUNE 2011		12/2011			1,527.38
260-5511-455.33-60	06/30/2011	LIBRARY	JUNE 2011		12/2011			683.50
561-7110-711.32-10	06/30/2011	AIRPORT	JUNE 2011		12/2011			1,900.98
211-3132-433.33-70	06/30/2011	STREET	JUNE 2011		12/2011			453.72
541-3122-435.33-70	06/30/2011	SOLID WASTE	JUNE 2011		12/2011			467.14
502-7211-601.33-10	06/30/2011	PW BELKNAP	JUNE 2011		12/2011			1,300.90
10-1750-417.33-70	06/30/2011	HR LIB/CD	JUNE 2011		12/2011			934.28
199-1513-466.35-90	06/30/2011	FINANCE TAX INC DIST	JUNE 2011		12/2011			52.36
199-1513-466.35-90	06/30/2011	FINANCE TAX INC DIST	JUNE 2011		12/2011			49.50
07/11/2011	746238	BILLINGS POLICE PROTECTIVE ASS	437					2,661.00
650-1566-487.39-90	06/30/2011	MISC SERVICES	062911	285394	12/2011			2,661.00
07/11/2011	746240	BILLINGS TIMES	452					2,852.50
10-1313-413.33-60	06/30/2011	ADMINISTRATION			12/2011			57.60
10-1100-411.39-20	06/30/2011	ADMINISTRATION			12/2011			41.20
10-5112-452.32-90	06/30/2011	ADMINISTRATION			12/2011			16.00
561-7110-711.32-10	06/30/2011	AIRPORT			12/2011			74.40
571-7141-713.33-10	06/30/2011	AIRPORT/TRANSIT			12/2011			5.60
150-2170-441.32-10	06/30/2011	ANIMAL CONTROL			12/2011			359.00
150-2170-441.32-10	06/30/2011	ANIMAL SHELTER			12/2011			21.60
240-4301-419.33-10	06/30/2011	BOARD OF ADJUST			12/2011			56.00
209-4451-428.32-10	06/30/2011	BUILDING DEPT			12/2011			20.80
10-1100-411.39-20	06/30/2011	CITY CLERK			12/2011			284.00
240-4301-419.33-10	06/30/2011	CITY-CO PLANNIN			12/2011			103.20
150-2221-422.33-70	06/30/2011	911 COMMUNICATE			12/2011			98.40
296-6501-463.33-10	06/30/2011	COMMUNITY DEVEL			12/2011			43.20
670-3141-489.33-10	06/30/2011	ENGINEERING			12/2011			259.60
464-3161-431.93-10	06/30/2011	FINANCE			12/2011			25.60
10-1512-415.32-10	06/30/2011	FINANCE			12/2011			211.80
10-1750-417.33-70	06/30/2011	HUMAN RESOURCES			12/2011			20.80
260-5511-455.32-90	06/30/2011	LIBRARY			12/2011			64.10
571-7141-713.33-10	06/30/2011	MET TRANSIT			12/2011			188.80
521-1521-493.33-70	06/30/2011	PARKING			12/2011			19.20
10-5112-452.33-70	06/30/2011	PARKS			12/2011			128.00
240-4301-419.33-10	06/30/2011	PLANNING			12/2011			15.40
240-4301-419.33-10	06/30/2011	PLANNING & COM			12/2011			82.60

PROGRAM: GM350L

MINIMUM AMOUNT: 2,500.00

CITY OF BILLINGS

FROM 07/11/2011 TO 07/11/2011

BANK CODE

00

CHECK DATE	CHECK NUMBER	VENDOR NAME	VENDOR #				CHECK AMOUNT
ACCOUNT #	TRN DATE	DESCRIPTION	INVOICE	PO #	PER/YEAR	TRN AMOUNT	
150-2150-421.32-10	06/30/2011		POLICE DEPT		12/2011	256.80	
660-3110-431.32-30	06/30/2011		PW- UTILITIES		12/2011	19.20	
512-8500-625.21-90	06/30/2011		PW- UTILITIES		12/2011	110.00	
840-3184-431.33-50	06/30/2011		PW- ADMIN		12/2011	224.00	
211-3132-433.33-70	06/30/2011		STREET DEPT		12/2011	45.60	
07/11/2011	746244	BORDER STATES ELECTRIC	509			16,541.20	
502-7400-603.23-60	06/02/2011	NONSTOCKING ITEMS-P.U.D.	902441249	282810	12/2011	32.33	
502-7400-603.23-60	06/06/2011	NONSTOCKING ITEMS-P.U.D.	902452942	282810	12/2011	260.03	
512-8400-623.23-60	06/08/2011	NONSTOCKING ITEMS-P.U.D.	902441772	282810	12/2011	905.02	
512-8500-625.23-60	06/09/2011	NONSTOCKING ITEMS-P.U.D.	902470701	282810	12/2011	53.07	
512-8500-625.23-60	06/09/2011	NONSTOCKING ITEMS-P.U.D.	902477175	282810	12/2011	57.92	
502-7400-603.23-60	06/10/2011	NONSTOCKING ITEMS-P.U.D.	902460096	282810	12/2011	70.30	
502-7400-603.23-60	06/10/2011	NONSTOCKING ITEMS-P.U.D.	902472003	282810	12/2011	10.82	
211-0000-141.31-83	06/14/2011	STREET LIGHTS	902440926		12/2011	88.35	
211-0000-141.31-83	06/14/2011	STREET LIGHTS	902483679		12/2011	76.91	
211-3132-433.24-30	06/14/2011	MISC SERVICES	902458705	282810	12/2011	31.36	
512-8400-623.23-60	06/14/2011	NONSTOCKING ITEMS-P.U.D.	902471428	282810	12/2011	92.92	
211-3132-433.24-30	06/14/2011	MISC SERVICES	902471555	282810	12/2011	44.87	
512-8400-623.23-60	06/15/2011	NONSTOCKING ITEMS-P.U.D.	902489238	282810	12/2011	81.16	
502-7400-603.23-60	06/16/2011	NONSTOCKING ITEMS-P.U.D.	902489311	282810	12/2011	315.14	
512-8400-623.23-60	06/16/2011	NONSTOCKING ITEMS-P.U.D.	902495170	282810	12/2011	22.50	
512-8400-623.23-60	06/17/2011	NONSTOCKING ITEMS-P.U.D.	902479697	282810	12/2011	2,675.00	
512-8500-625.23-60	06/17/2011	NONSTOCKING ITEMS-P.U.D.	902495493	282810	12/2011	5.80	
512-8500-625.23-60	06/17/2011	NONSTOCKING ITEMS-P.U.D.	902501459	282810	12/2011	59.04	
512-8400-623.23-60	06/17/2011	NONSTOCKING ITEMS-P.U.D.	902508281	282810	12/2011	1,056.00	
512-8400-623.23-60	06/17/2011	NONSTOCKING ITEMS-P.U.D.	902508290	282810	12/2011	300.84	
512-8400-623.23-60	06/17/2011	NONSTOCKING ITEMS-P.U.D.	902508307	282810	12/2011	744.50	
211-0000-141.31-83	06/20/2011	STREET LIGHTS	902502132		12/2011	380.23	
512-8400-623.23-60	06/21/2011	NONSTOCKING ITEMS-P.U.D.	902513644	282810	12/2011	42.16	
512-8500-625.23-60	06/21/2011	NONSTOCKING ITEMS-P.U.D.	902514289	282810	12/2011	144.14	
512-8500-625.23-60	06/22/2011	NONSTOCKING ITEMS-P.U.D.	902525662	282810	12/2011	16.00	
502-7400-603.23-60	06/23/2011	NONSTOCKING ITEMS-P.U.D.	902520172	282810	12/2011	152.47	
211-0000-141.31-83	06/27/2011	STREET LIGHTS	902525944		12/2011	109.44	
512-8500-625.23-80	06/27/2011	NONSTOCKING ITEMS-P.U.D.	902532963	282810	12/2011	84.76	
512-8400-623.23-60	06/28/2011	NONSTOCKING ITEMS-P.U.D.	902510427	282810	12/2011	171.26	
512-8400-623.23-60	06/28/2011	NONSTOCKING ITEMS-P.U.D.	902527078	282810	12/2011	482.85	
512-8400-623.23-60	06/28/2011	NONSTOCKING ITEMS-P.U.D.	902539104	282810	12/2011	18.97	
502-7400-603.23-60	06/28/2011	NONSTOCKING ITEMS-P.U.D.	902544949	282810	12/2011	130.65	
502-7400-603.23-60	06/29/2011	NONSTOCKING ITEMS-P.U.D.	902558151	285261	12/2011	35.73	
512-8400-623.23-60	06/30/2011	NONSTOCKING ITEMS-P.U.D.	902551325	285261	12/2011	195.21	
512-8400-623.23-60	06/30/2011	NONSTOCKING ITEMS-P.U.D.	902557411	285261	12/2011	252.50	
502-7400-603.23-60	06/30/2011	NONSTOCKING ITEMS-P.U.D.	902563358	285261	12/2011	19.53	
502-7400-603.23-60	06/30/2011	NONSTOCKING ITEMS-P.U.D.	902571487	285261	12/2011	69.12	
502-7400-603.23-60	06/30/2011	NONSTOCKING ITEMS-P.U.D.	902565340	285248	12/2011	6,975.10	
502-7400-603.23-60	06/30/2011	NONSTOCKING ITEMS-P.U.D.	902545337	285261	12/2011	13.38	
211-0000-141.31-83	06/30/2011	STREET LIGHTS	902563974		12/2011	51.85	
211-0000-141.31-83	06/30/2011	STREET LIGHTS	902532530		12/2011	180.00	
512-8400-623.23-60	06/15/2011	MISC SERVICES	902504234	285261	12/2011	31.97	
07/11/2011	746245	BRANCH GROUP INC	21207			3,074.42	
512-8400-623.23-60	06/30/2011	MISC SERVICES	S101059642.003	285488	12/2011	1,211.00	

PROGRAM: GM350L

MINIMUM AMOUNT: 2,500.00

CITY OF BILLINGS

FROM 07/11/2011 TO 07/11/2011

BANK CODE

00

CHECK DATE	CHECK NUMBER	VENDOR NAME	VENDOR #				CHECK AMOUNT
ACCOUNT #	TRN DATE	DESCRIPTION	INVOICE	PO #	PER/YEAR	TRN AMOUNT	
512-8400-623.23-60	06/30/2011	MISC SERVICES	S101059643.001	285488	12/2011	1,169.44	
512-8400-623.23-60	06/30/2011	MISC SERVICES	S101059643.002	285488	12/2011	693.98	
07/11/2011	746249	BRUCO INC	581			2,878.97	
650-1567-487.22-40	06/30/2011	MISC SERVICES	288989	285471	12/2011	2,878.97	
07/11/2011	746251	BUSINESS TAX SECTION	2449			11,449.18	
205-3131-433.93-10	06/30/2011	SID 1391 LYNN AVE	CO#1	277633	12/2011	5.68-	
205-3131-433.93-10	06/30/2011	SID 1391 LYNN AVE	CO#1	277633	12/2011	5.68	
416-7493-603.92-20	06/30/2011	PL0052 COLD STG POLE BARN	310892	279636	12/2011	479.75	
513-8491-623.93-90	06/30/2011	WO1009 WWTP T-5 TRANSFRMR	7	274407	12/2011	12.19	
845-3186-431.93-10	06/30/2011		3	278465	12/2011	233.02	
205-3131-433.93-10	06/30/2011		1	283739	12/2011	793.64	
439-3165-431.93-11	06/30/2011		1	283739	12/2011	566.77	
840-3184-431.93-10	06/30/2011		1	283739	12/2011	79.63	
441-3165-431.93-11	06/30/2011	WO0911 RIMROCK RD 17/FORS	1	284005	12/2011	55.36	
503-7591-609.93-40	06/30/2011	WO0911 RIMROCK RD 17/FORS	1	284005	12/2011	3,914.14	
513-8591-625.93-40	06/30/2011	WO0911 RIMROCK RD 17/FORS	1	284005	12/2011	14.69	
840-3184-431.93-10	06/30/2011	WO0911 RIMROCK RD 17/FORS	1	284005	12/2011	85.15	
845-3186-431.93-10	06/30/2011	WO0911 RIMROCK RD 17/FORS	1	284005	12/2011	5,214.84	
07/11/2011	746252	BVAC INC	20054			6,776.97	
150-2140-421.22-70	06/30/2011	PRIOR YEAR ENCUMBRANCES	STOCK	284541	12/2011	4,958.00	
150-2112-421.21-20	06/30/2011	PRIOR YEAR ENCUMBRANCES	BV9-2N	284915	12/2011	1,818.97	
07/11/2011	746257	CARQUEST AUTO PARTS	3890			2,831.31	
502-0000-141.00-00	06/07/2011	WATER PARTS AND SUPPLIES	1935205566		12/2011	65.76	
502-7400-603.23-20	06/07/2011	MP	1910-214115	282811	12/2011	19.23	
512-8500-625.24-10	06/07/2011	NONSTOCKING ITEMS-P.U.D.	1935205397	282811	12/2011	15.65	
601-0000-141.00-00	06/08/2011	MP	1910-214376		12/2011	5.82	
150-2226-422.23-20	06/08/2011	MP	1910-213892	282811	12/2011	34.14	
150-2112-421.23-20	06/08/2011	MP	1910-213947	282811	12/2011	9.25	
150-2226-422.23-20	06/08/2011	MP	1910-213947	282811	12/2011	8.48	
601-1553-481.26-50	06/08/2011	MP	1910-213947	282811	12/2011	14.79	
150-2112-421.23-20	06/08/2011	MP	1910-213977	282811	12/2011	98.86	
512-8400-623.23-20	06/08/2011	MP	1910-214051	282811	12/2011	26.22	
150-2226-422.23-20	06/08/2011	MP	1910-214141	282811	12/2011	37.67	
601-1553-481.26-50	06/08/2011	MP	1910-214376	282811	12/2011	7.60	
502-7312-602.23-20	06/08/2011	NONSTOCKING ITEMS-P.U.D.	1935206061	282811	12/2011	27.01	
502-0000-141.00-00	06/09/2011	WATER PARTS AND SUPPLIES	1935205928		12/2011	81.28	
10-5142-436.23-20	06/09/2011	MP	1910-214584	282811	12/2011	53.09	
601-1553-481.23-20	06/10/2011	MP	1910-214542	282811	12/2011	4.75	
512-8500-625.23-20	06/15/2011	NONSTOCKING ITEMS-P.U.D.	1935207208	282811	12/2011	3.37	
502-7500-609.23-20	06/16/2011	NONSTOCKING ITEMS-P.U.D.	1935207286	282811	12/2011	44.84	
512-8400-623.24-50	06/17/2011	NONSTOCKING ITEMS-P.U.D.	1935207282	282811	12/2011	53.17	
502-7400-603.23-20	06/17/2011	NONSTOCKING ITEMS-P.U.D.	1935207345	282811	12/2011	37.18	
211-3132-433.23-20	06/21/2011	MP	1910-215346	282811	12/2011	9.35	
541-3122-435.23-20	06/21/2011	MP	1910-215493	282811	12/2011	22.39	
502-0000-141.00-00	06/22/2011	WATER PARTS AND SUPPLIES	1935208036		12/2011	727.11	
512-8500-625.23-20	06/22/2011	NONSTOCKING ITEMS-P.U.D.	1935207876	282811	12/2011	22.04	

PROGRAM: GM350L

MINIMUM AMOUNT: 2,500.00

CITY OF BILLINGS

FROM 07/11/2011 TO 07/11/2011

BANK CODE

00

CHECK DATE	CHECK NUMBER	VENDOR NAME	VENDOR #				CHECK AMOUNT
ACCOUNT #	TRN DATE	DESCRIPTION	INVOICE	PO #	PER/YEAR	TRN AMOUNT	
512-8500-625.23-20	06/22/2011	NONSTOCKING ITEMS-P.U.D.	1935208072	282811	12/2011	44.08	
512-8400-623.23-20	06/23/2011	NONSTOCKING ITEMS-P.U.D.	1935208202	282811	12/2011	9.48	
601-0000-141.00-00	06/24/2011	MP	1910-215968		12/2011	119.40	
502-7400-603.23-20	06/27/2011	NONSTOCKING ITEMS-P.U.D.	1935208311	282811	12/2011	135.80	
512-8400-623.24-50	06/28/2011	NONSTOCKING ITEMS-P.U.D.	1935208136	282811	12/2011	9.10	
512-8400-623.24-50	06/28/2011	NONSTOCKING ITEMS-P.U.D.	1935208181	282811	12/2011	79.28	
512-8400-623.24-50	06/28/2011	NONSTOCKING ITEMS-P.U.D.	1935208292	282811	12/2011	10.38	
512-8500-625.23-20	06/28/2011	NONSTOCKING ITEMS-P.U.D.	1935208794	282811	12/2011	24.96	
502-7500-609.23-20	06/30/2011	NONSTOCKING ITEMS-P.U.D.	1935209171	285262	12/2011	52.64	
601-0000-141.00-00	06/30/2011	MP	1910-216930		12/2011	389.50	
150-2112-421.23-20	06/30/2011	MP	1910-216686	285262	12/2011	92.40	
541-3123-435.23-20	06/30/2011	MP	1910-216834	285262	12/2011	26.95	
211-3132-433.23-20	06/30/2011	MP	1910-216912	285262	12/2011	17.77	
601-0000-141.00-00	06/30/2011	MP	1910-215852		12/2011	40.23	
512-8500-625.23-20	06/30/2011	MP	1910-215852	285262	12/2011	.99	
541-3122-435.23-20	06/30/2011	MP	1910-215852	285262	12/2011	11.35	
601-1553-481.26-50	06/30/2011	MP	1910-216080	285262	12/2011	4.98	
150-2112-421.23-20	06/30/2011	MP	1910-216304	285262	12/2011	33.17	
601-1553-481.26-50	06/30/2011	MP	1910-216304	285262	12/2011	11.97	
150-2112-421.23-20	06/30/2011	MP	1910-216377	285262	12/2011	25.99	
541-3122-435.23-20	06/30/2011	MP	1910-216452	285262	12/2011	12.24	
502-7500-609.23-20	06/30/2011	MP	1910-216578	285262	12/2011	20.71	
150-2112-421.23-20	06/30/2011	MP	1910-216630	285262	12/2011	3.91	
10-5112-452.23-20	06/30/2011	MP	1910-216640	285262	12/2011	128.61	
620-1911-482.23-20	06/30/2011	MP	1935-208949	285262	12/2011	96.37	
07/11/2011	746258	CARSON KATHLEEN	14607			6,352.50	
150-2140-421.38-10	06/30/2011	MISC SERVICES	TUIT REIMB	285633	12/2011	6,352.50	
07/11/2011	746259	CCSIU	18082			3,834.74	
718-2160-421.79-10	06/30/2011	MISC SERVICES	JUNE 2011	285635	12/2011	3,834.74	
07/11/2011	746268	COUNTY WATER DISTRICT OF	881			20,108.23	
150-2221-422.34-20	06/30/2011	FIRE6:WATER/11,310 GALLNS	16118-00 11-06	276921	12/2011	37.07	
512-8500-625.34-20	06/30/2011	MISC SERVICES	1603500 JUN11	285494	12/2011	314.71	
805-1570-425.53-50	06/30/2011	MISC SERVICES	1470	285540	12/2011	19,483.20	
10-5112-452.34-20	06/30/2011	WATER BILL	01019	285620	12/2011	66.20	
10-5112-452.34-20	06/30/2011	WATER BILL	08163	285620	12/2011	99.83	
872-5198-452.34-20	06/30/2011	WATER BILL	09174	285620	12/2011	15.55	
10-5112-452.34-20	06/30/2011	WATER BILL	13137	285620	12/2011	15.55	
10-5112-452.34-20	06/30/2011	WATER BILL	13138	285620	12/2011	32.33	
872-5198-452.34-20	06/30/2011	WATER BILL	16219	285620	12/2011	20.54	
872-5198-452.34-20	06/30/2011	WATER BILL	17140	285620	12/2011	23.25	
07/11/2011	746274	CY-CORP	936			2,656.00	
10-5112-452.29-20	06/29/2011	TRAILER CAR HAULER	48194	285194	12/2011	2,656.00	
07/11/2011	746275	DELL COMPUTER L P	13426			20,224.47	
660-3110-431.29-25	06/30/2011	MISC SERVICES	XFCM7CF31	284745	12/2011	1,500.10	
620-1913-482.29-25	06/30/2011	MISC SERVICES	XFCR77R23	284928	12/2011	2,936.89	

PROGRAM: GM350L

MINIMUM AMOUNT: 2,500.00

CITY OF BILLINGS

FROM 07/11/2011 TO 07/11/2011

BANK CODE

00

CHECK DATE	CHECK NUMBER	VENDOR NAME	VENDOR #				CHECK AMOUNT
ACCOUNT #	TRN DATE	DESCRIPTION	INVOICE	PO #	PER/YEAR	TRN AMOUNT	
620-1911-482.29-25	06/30/2011	MISC SERVICES	XFCR77R31	284932	12/2011	2,936.89	
512-8400-623.29-25	06/30/2011	MISC SERVICES	XFCTF67P4	284746	12/2011	2,211.60	
150-2150-421.29-25	06/30/2011	MISC SERVICES	XFCTF5963	284996	12/2011	1,624.51	
150-2150-421.29-25	06/30/2011	MISC SERVICES	XFCTX1XR1	285065	12/2011	1,235.94	
150-2150-421.29-25	06/30/2011	MISC SERVICES	XFCTX3DD4	285066	12/2011	1,370.96	
150-2158-421.38-70	06/30/2011	MISC SERVICES	XFCTX3DD4	285066	12/2011	92.33	
601-1550-481.29-25	06/30/2011	MISC SERVICES	XFCX6PD63	285112	12/2011	2,304.36	
150-2150-421.29-25	06/30/2011	MISC SERVICES	XFCWKWF18	285129	12/2011	3,788.67	
240-4301-419.29-25	06/30/2011	MISC SERVICES	XFCWTWJ98	285222	12/2011	222.22	
07/11/2011 746277	DOHENYS WATER WAREHOUSE	18635				4,170.73	
10-5126-451.93-70	06/30/2011	CHAIRS FOR POOLS	62911-4000-360	285358	12/2011	4,170.73	
07/11/2011 746280	DOWNTOWN BILLINGS BID, INC.	19065				7,373.00	
521-1524-493.36-90	06/30/2011	MISC SERVICES	171	285587	12/2011	321.00	
521-1592-493.36-50	06/30/2011	MISC SERVICES	172	285587	12/2011	426.00	
872-5198-452.36-50	06/30/2011	BID FOR APR-JUNE	167	285628	12/2011	3,313.00	
872-5198-452.36-50	06/30/2011	BID FOR APR-JUNE	167	285628	12/2011	3,313.00	
07/11/2011 746281	DPS COMPANY LLC	19792				5,748.00	
650-1567-487.36-90	06/30/2011	MISC SERVICES	CHJC#1	285634	12/2011	858.00	
650-1567-487.36-90	06/30/2011	MISC SERVICES	CHTR#1	285634	12/2011	4,890.00	
07/11/2011 746282	DUSTBUSTERS	15309				14,324.07	
211-3132-433.45-30	06/30/2011	ROAD AND HIGHWAY MATERIAL	32004	285580	12/2011	14,324.07	
07/11/2011 746283	DXP ENTERPRISES, INC.	13779				3,086.91	
502-7400-603.24-50	06/29/2011	MISC SERVICES	4176348	285339	12/2011	25.00	
502-7400-603.24-50	06/29/2011	MISC SERVICES	4176352	285339	12/2011	20.00	
407-7128-711.94-97	06/30/2011	INVOICE #4204659	4204659	F13062	12/2011	3,041.91	
07/11/2011 746291	FASTENAL COMPANY	17274				2,580.52	
512-8400-623.24-50	06/29/2011	MISC SERVICES	MTBI195352	284047	12/2011	231.25	
502-7400-603.22-20	06/30/2011	NONSTOCKING ITEMS-P.U.D.	195646	285244	12/2011	2,007.35	
601-0000-141.00-00	06/30/2011	MP	MTBI212513		12/2011	21.69	
601-0000-141.00-00	06/30/2011	MP	MTBI213563		12/2011	10.90	
601-0000-141.00-00	06/30/2011	MP	MTBI29729		12/2011	23.61	
150-2112-421.23-20	06/30/2011	MP	MTBI29605	285503	12/2011	69.80	
211-3132-433.23-20	06/30/2011	MP	MTBI29605	285503	12/2011	69.78	
541-3122-435.23-20	06/30/2011	MP	MTBI29605	285503	12/2011	69.78	
150-2112-421.23-20	06/30/2011	MP	MTBI29729	285503	12/2011	4.80	
512-8400-623.24-50	06/30/2011	MISC SERVICES	MTBI195528	285521	12/2011	15.70	
601-0000-141.00-00	06/30/2011	MP	MTBUI213513		12/2011	55.86	
07/11/2011 746292	FERGUSON ENTERPRISES INC	17215				25,951.40	
502-7500-609.42-20	06/30/2011	HDPE PIPE	0551808	284942	12/2011	25,256.00	
502-7500-609.23-80	06/30/2011	MISC SERVICES	0554247	285492	12/2011	502.40	
502-7400-603.24-50	06/30/2011	MISC SERVICES	1011912	285492	12/2011	193.00	
07/11/2011 746297	GALLES FILTER SERVICE	1397				3,330.41	
601-0000-141.00-00	05/31/2011	MP	228992		11/2011	103.55	

PROGRAM: GM350L

MINIMUM AMOUNT: 2,500.00

CITY OF BILLINGS

FROM 07/11/2011 TO 07/11/2011

BANK CODE

00

CHECK DATE	CHECK NUMBER	VENDOR NAME	VENDOR #				CHECK AMOUNT
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541-3122-435.23-20		06/01/2011	MP	228986	282812	12/2011	63.28
601-0000-141.00-00		06/06/2011	MP	229164		12/2011	128.59
601-0000-141.00-00		06/07/2011	MP	229513		12/2011	596.78
10-5112-452.23-20		06/07/2011	MP	229099	282812	12/2011	27.62
211-3132-433.23-20		06/07/2011	MP	229153	282812	12/2011	56.61
601-0000-141.00-00		06/09/2011	MP	229684		12/2011	206.38
601-0000-141.71-41		06/10/2011	MP	229686		12/2011	111.85
211-3132-433.23-20		06/10/2011	MP	229642	282812	12/2011	13.35
211-3132-433.23-20		06/20/2011	MP	229983	282812	12/2011	21.21
541-3122-435.23-20		06/20/2011	MP	230100	282812	12/2011	8.77
541-3122-435.23-20		06/20/2011	MP	230114	282812	12/2011	20.42
211-3132-433.23-20		06/20/2011	MP	230130	282812	12/2011	56.61
10-5112-452.23-20		06/20/2011	MP	230190	282812	12/2011	4.78
502-0000-141.00-00		06/21/2011	WATER PARTS AND SUPPLIES	230610		12/2011	48.12
541-3122-435.23-20		06/21/2011	MP	229754	282812	12/2011	6.60
650-1565-487.23-20		06/21/2011	MP	230359	282812	12/2011	10.52
150-2226-422.23-20		06/21/2011	MP	230475	282812	12/2011	3.76
541-3122-435.23-20		06/21/2011	MP	90403	282812	12/2011	60.25
601-0000-141.00-00		06/28/2011	MP	230189		12/2011	32.30
150-2226-422.23-20		06/30/2011	MP	231036	285263	12/2011	21.96
211-3132-433.23-20		06/30/2011	MP	229514	285263	12/2011	107.06
601-0000-141.00-00		06/30/2011	MP	230577		12/2011	830.85
601-0000-141.00-00		06/30/2011	MP	230701		12/2011	38.40
601-0000-141.00-00		06/30/2011	MP	230781		12/2011	368.95
601-0000-141.00-00		06/30/2011	MP	231085		12/2011	284.73
601-0000-141.00-00		06/30/2011	MP	231300		12/2011	142.00
211-3132-433.23-20		06/30/2011	MP	230635	285263	12/2011	7.68
541-3122-435.23-20		06/30/2011	MP	230635	285263	12/2011	7.68
541-3122-435.23-20		06/30/2011	MP	90403-A	285263	12/2011	60.25-
07/11/2011	746298	GARVEY'S URBAN FOREST LLC	21230				3,560.00
10-5112-452.36-50		06/30/2011	SPRAY PINE TREES	6302011	285616	12/2011	1,400.00
872-5198-452.36-50		06/30/2011	SPRAY PINE TREES	6302011	285616	12/2011	480.00
872-5198-452.36-50		06/30/2011	SPRAY PINE TREES	6302011	285616	12/2011	1,680.00
07/11/2011	746308	H & E EQUIPMENT SERVICES LLC	16142				15,000.00
650-1566-487.94-90		06/30/2011	MISC SERVICES	90425648	285465	12/2011	15,000.00
07/11/2011	746309	HACH COMPANY	1554				4,513.10
512-8400-623.29-25		06/29/2011	MISC SERVICES	7292139	284485	12/2011	4,513.10
07/11/2011	746310	HANDWRITING DOCUMENT EXAMINER	19981				3,720.00
150-2112-421.35-90		06/30/2011	MISC SERVICES	SEMINAR	285401	12/2011	3,720.00
07/11/2011	746321	IBM CORPORATION	17251				4,613.00
260-5518-455.29-25		06/30/2011	MISC SERVICES	6967463	284997	12/2011	4,613.00
07/11/2011	746327	J & J CONCRETE	15244				142,563.79
205-3131-433.93-10		06/30/2011	WO1102 2011 MISC DEVLOPER	1	283738	12/2011	78,570.44
439-3165-431.93-11		06/30/2011	WO1102 2011 MISC DEVLOPER	1	283738	12/2011	56,110.39

PROGRAM: GM350L

MINIMUM AMOUNT: 2,500.00

CITY OF BILLINGS

FROM 07/11/2011 TO 07/11/2011

BANK CODE

00

CHECK DATE	CHECK NUMBER	VENDOR NAME	VENDOR #				CHECK AMOUNT
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840-3184-431.93-10	06/30/2011	WO1102 2011 MISC DEVELOPER	1	283738	12/2011	7,882.96	
07/11/2011	746334	JTL GROUP INC DBA KNIFE RIVER	2417			928,998.17	
211-3132-433.45-20	06/30/2011	ROAD/HIGHWAY MATERIAL	247117	285557	12/2011	56.41	
211-3132-433.47-10	06/30/2011	ROAD AND HIGHWAY MATERIAL	247134	285557	12/2011	1,964.90	
211-3132-433.47-10	06/30/2011	ROAD AND HIGHWAY MATERIAL	247373	285557	12/2011	2,034.48	
211-3132-433.47-10	06/30/2011	ROAD AND HIGHWAY MATERIAL	247759	285557	12/2011	852.60	
211-3132-433.45-20	06/30/2011	ROAD/HIGHWAY MATERIAL	247940	285557	12/2011	33.53	
211-3132-433.45-20	06/30/2011	ROAD/HIGHWAY MATERIAL	247953	285557	12/2011	27.30	
211-3132-433.47-10	06/30/2011	ROAD AND HIGHWAY MATERIAL	247964	285557	12/2011	207.76	
502-7314-602.24-50	06/30/2011	MISC SERVICES	248443	285563	12/2011	120.01	
512-8314-622.24-50	06/30/2011	MISC SERVICES	248443	285563	12/2011	84.99	
211-3132-433.45-20	06/30/2011	ROAD/HIGHWAY MATERIAL	248198	285610	12/2011	36.00	
211-3132-433.45-20	06/30/2011	ROAD/HIGHWAY MATERIAL	248218	285610	12/2011	27.62	
211-3132-433.47-10	06/30/2011	ROAD AND HIGHWAY MATERIAL	248228	285610	12/2011	2,761.15	
211-3132-433.45-20	06/30/2011	ROAD/HIGHWAY MATERIAL	248442	285610	12/2011	365.36	
211-3132-433.45-20	06/30/2011	ROAD/HIGHWAY MATERIAL	248459	285610	12/2011	58.73	
211-3132-433.47-10	06/30/2011	ROAD AND HIGHWAY MATERIAL	248469	285610	12/2011	886.90	
211-3132-433.47-10	06/30/2011	ROAD AND HIGHWAY MATERIAL	248541	285610	12/2011	98.00	
441-3165-431.93-11	06/30/2011	WO0911 RIMROCK RD 17/FORS	1	284004	12/2011	5,479.83	
503-7591-609.93-40	06/30/2011	WO0911 RIMROCK RD 17/FORS	1	284004	12/2011	387,500.32	
513-8591-625.93-40	06/30/2011	WO0911 RIMROCK RD 17/FORS	1	284004	12/2011	1,454.43	
840-3184-431.93-10	06/30/2011	WO0911 RIMROCK RD 17/FORS	1	284004	12/2011	8,430.02	
845-3186-431.93-10	06/30/2011	WO0911 RIMROCK RD 17/FORS	1	284004	12/2011	516,267.83	
503-7591-609.93-40	06/30/2011	MISC SERVICES	248557	285638	12/2011	250.00	
07/11/2011	746340	KOIS BROTHERS EQUIPMENT CO	6452			7,853.15	
541-3122-435.23-20	06/20/2011	MP	MT30884	282813	12/2011	1,433.61	
541-3122-435.23-20	06/21/2011	MP	MT30881	282813	12/2011	3,101.05	
541-3122-435.23-20	06/21/2011	MP	90334	282813	12/2011	451.52	
502-7312-602.23-20	06/29/2011	NONSTOCKING ITEMS-P.U.D.	30898	285245	12/2011	2,100.00	
541-3122-435.23-20	06/30/2011	MP	90508	285265	12/2011	140.40	
541-3122-435.23-20	06/30/2011	MP	90508	285265	12/2011	68.63	
541-3122-435.23-20	06/30/2011	MP	90403-C	285265	12/2011	60.25	
211-3132-433.23-20	06/30/2011	MP	90507	285265	12/2011	428.42	
541-3122-435.23-20	06/30/2011	MP	90509	285265	12/2011	69.27	
07/11/2011	746344	L P ANDERSON TIRE CO	173			3,814.00	
502-7312-602.23-90	06/30/2011	NONSTOCKING ITEMS-P.U.D.	101412	284447	12/2011	1,504.00	
502-7400-603.23-90	06/30/2011	NONSTOCKING ITEMS-P.U.D.	101412	284447	12/2011	672.00	
502-7500-609.23-90	06/30/2011	NONSTOCKING ITEMS-P.U.D.	101412	284447	12/2011	1,333.00	
512-8400-623.23-90	06/30/2011	NONSTOCKING ITEMS-P.U.D.	101412	284447	12/2011	20.00	
512-8500-625.23-90	06/30/2011	NONSTOCKING ITEMS-P.U.D.	101412	284447	12/2011	185.00	
211-3132-433.23-90	06/30/2011	MISC SERVICES	1-99797	285546	12/2011	100.00	
07/11/2011	746345	LABOR READY INC	13199			3,489.60	
541-3123-435.35-81	06/30/2011	LABOR AT LF	77491115	285426	12/2011	3,489.60	
07/11/2011	746348	LIQUID ENGINEERING CORPORATION	10307			3,325.00	
502-7400-603.24-50	06/30/2011	MISC SERVICES	11535	285536	12/2011	1,400.00	

PROGRAM: GM350L

MINIMUM AMOUNT: 2,500.00

CITY OF BILLINGS

FROM 07/11/2011 TO 07/11/2011

BANK CODE

00

CHECK DATE	CHECK NUMBER	VENDOR NAME	VENDOR #					CHECK AMOUNT
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502-7400-603.24-50		06/30/2011	MISC SERVICES	11536	285536	12/2011		700.00
502-7400-603.24-50		06/30/2011	MISC SERVICES	11537	285536	12/2011		175.00
502-7400-603.24-50		06/30/2011	MISC SERVICES	11538	285536	12/2011		700.00
502-7400-603.24-50		06/30/2011	MISC SERVICES	11539	285536	12/2011		350.00
07/11/2011	746354	MAILING TECHNICAL SERVICES	12577					7,860.14
150-2111-421.31-10		06/30/2011	INVOICE 1672198 DATED 6/2	1672198	F13067	12/2011		86.00
150-2111-421.31-10		06/30/2011	INVOICE 1672568 DATED 6/3	1672568	F13078	12/2011		64.98
10-1220-412.32-10		06/30/2011	MISC SERVICES	JUNE2011	285596	12/2011		1,649.52
199-1505-466.31-10		06/30/2011	MISC SERVICES	JUNE2011	285596	12/2011		591.64
521-1521-493.31-10		06/30/2011	MISC SERVICES	JUNE2011	285596	12/2011		167.00
605-1515-483.31-10		06/30/2011	MISC SERVICES	JUNE2011	285596	12/2011		5,301.00
07/11/2011	746360	MES-NW	19056					2,987.92
150-2229-422.26-40		06/30/2011	FIRE:FACE SHIELDS/BRACKET	00248799 SHLDS	284919	12/2011		935.88
150-2229-422.22-90		06/30/2011	SCBA/AIR PAK BATTERY	00232577 SCBA	279719	12/2011		702.00
150-2229-422.22-90		06/30/2011	SCBA/AIR PAK BATTERY	00232577 SCBA	279719	12/2011		10.69
502-7400-603.22-20		06/30/2011	MISC SERVICES	00249263	285608	12/2011		1,339.35
07/11/2011	746367	MORRISON MAIERLE INC	2572					12,146.57
513-8491-623.93-90		06/30/2011	WO0926 WWTP CLARIFIERS	9/110666	274059	12/2011		5,289.00
503-7591-609.93-40		06/30/2011	WO1008 WTP CLEARWELL CT	8/110593	274702	12/2011		3,425.87
845-3186-431.93-10		06/30/2011	WO1031 29TH & CENTRAL	3/115208	284001	12/2011		3,431.70
07/11/2011	746369	MOTOROLA	2586					5,054.78
640-2240-422.94-60		06/30/2011	FIRE:VHF/XTL2500 RADIOS	13848159 VHF	284544	12/2011		5,054.78
07/11/2011	746371	MSU BILLINGS	1133					2,577.34
150-2112-421.35-90		06/30/2011	MISC SERVICES	DR	285402	12/2011		2,500.00
150-2115-421.22-85		06/29/2011	INVOICE #S0534456 - PARSO	S0534456/57	F13051	12/2011		75.44
150-2115-421.22-85		06/29/2011	INVOICE #S0534457 - PARSO	S0534456/57	F13051	12/2011		1.90
07/11/2011	746374	NATURE'S GREEN LLC	21214					2,676.92
561-7113-711.36-60		06/30/2011	MISC SERVICES	938	276400	12/2011		2,676.92
07/11/2011	746383	NORTHWEST INDUSTRIAL	2755					4,475.75
502-7500-609.23-80		06/03/2011	NONSTOCKING ITEMS-P.U.D.	1430020	282814	12/2011		20.56
502-7500-609.24-10		06/03/2011	NONSTOCKING ITEMS-P.U.D.	1430074	282814	12/2011		62.24
502-7500-609.24-10		06/06/2011	NONSTOCKING ITEMS-P.U.D.	1429739	282814	12/2011		192.44
541-3122-435.23-20		06/07/2011	MP	1430120	282814	12/2011		274.00
502-7400-603.24-10		06/08/2011	NONSTOCKING ITEMS-P.U.D.	1430221	282814	12/2011		21.64
502-7312-602.24-10		06/08/2011	NONSTOCKING ITEMS-P.U.D.	1430258	282814	12/2011		91.96
502-7500-609.24-10		06/10/2011	NONSTOCKING ITEMS-P.U.D.	1430304	282814	12/2011		98.12
512-8500-625.21-20		06/15/2011	NONSTOCKING ITEMS-P.U.D.	1430439	282814	12/2011		14.25
512-8400-623.24-50		06/16/2011	NONSTOCKING ITEMS-P.U.D.	1428887	282814	12/2011		103.72
512-8400-623.24-50		06/16/2011	NONSTOCKING ITEMS-P.U.D.	1430486	282814	12/2011		1,442.70
512-8400-623.24-50		06/17/2011	NONSTOCKING ITEMS-P.U.D.	1430602	282814	12/2011		226.25
211-3132-433.23-80		06/20/2011	MISC SERVICES	1430548	282814	12/2011		50.40
502-7500-609.24-10		06/21/2011	NONSTOCKING ITEMS-P.U.D.	1430739	282814	12/2011		44.98
502-0000-141.00-00		06/24/2011	WATER PARTS AND SUPPLIES	1430915		12/2011		147.63

PROGRAM: GM350L

MINIMUM AMOUNT: 2,500.00

CITY OF BILLINGS

FROM 07/11/2011 TO 07/11/2011

BANK CODE

00

CHECK DATE	CHECK NUMBER	VENDOR NAME	VENDOR #				CHECK AMOUNT
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502-7312-602.24-10	06/24/2011	NONSTOCKING ITEMS-P.U.D.	1430905	282814	12/2011	124.21	
502-7500-609.24-10	06/27/2011	NONSTOCKING ITEMS-P.U.D.	1430286	282814	12/2011	26.12	
211-3132-433.22-90	06/27/2011	MISC SERVICES	1430978	282814	12/2011	604.38	
512-8500-625.23-20	06/28/2011	NONSTOCKING ITEMS-P.U.D.	1430957	282814	12/2011	41.49	
512-8400-623.24-50	06/28/2011	NONSTOCKING ITEMS-P.U.D.	1431035	282814	12/2011	665.73	
502-7500-609.24-10	06/29/2011	NONSTOCKING ITEMS-P.U.D.	1431108	285266	12/2011	24.50	
502-0000-141.00-00	06/30/2011	WATER PARTS AND SUPPLIES	14309151		12/2011	31.04	
502-7312-602.24-10	06/30/2011	NONSTOCKING ITEMS-P.U.D.	14309051	285266	12/2011	42.51	
512-8400-623.24-50	06/30/2011	NONSTOCKING ITEMS-P.U.D.	1431173	285266	12/2011	28.26	
601-1553-481.23-20	06/30/2011	MP	1428352-2	285266	12/2011	41.68	
211-3132-433.22-90	06/30/2011	MISC SERVICES	1429246-1	285266	12/2011	54.16	
502-7400-603.24-50	06/30/2011		1431233	285266	12/2011	.78	
07/11/2011	746385	NORTHWEST PIPE FITTINGS	2758			57,602.69	
502-7400-603.24-50	06/02/2011	NONSTOCKING ITEMS-P.U.D.	1746608	282815	12/2011	29.64	
502-7400-603.24-50	06/06/2011	NONSTOCKING ITEMS-P.U.D.	1747958	282815	12/2011	55.95	
502-7400-603.24-50	06/06/2011	NONSTOCKING ITEMS-P.U.D.	1748359	282815	12/2011	229.85	
502-0000-141.00-00	06/08/2011	SYSTEMS	17243537		12/2011	22.26	
512-8400-623.24-50	06/08/2011	NONSTOCKING ITEMS-P.U.D.	17355672	282815	12/2011	126.00	
502-7500-609.24-10	06/08/2011	NONSTOCKING ITEMS-P.U.D.	1743099	282815	12/2011	411.44	
502-7312-602.23-80	06/09/2011	NONSTOCKING ITEMS-P.U.D.	1750794	282815	12/2011	750.00	
512-8314-622.24-50	06/09/2011	NONSTOCKING ITEMS-P.U.D.	1752285	282815	12/2011	10.61	
502-7400-603.24-50	06/10/2011	NONSTOCKING ITEMS-P.U.D.	1751078	282815	12/2011	272.00	
502-7400-603.24-50	06/15/2011	NONSTOCKING ITEMS-P.U.D.	1752346	282815	12/2011	78.52	
502-7400-603.24-50	06/15/2011	NONSTOCKING ITEMS-P.U.D.	1755320	282815	12/2011	295.26	
512-8400-623.24-50	06/17/2011	NONSTOCKING ITEMS-P.U.D.	1755556	282815	12/2011	449.10	
150-2231-422.23-20	06/20/2011	MP	1756268	282815	12/2011	19.15	
512-8400-623.24-50	06/21/2011	NONSTOCKING ITEMS-P.U.D.	1759004	282815	12/2011	575.28	
502-7400-603.24-50	06/22/2011	NONSTOCKING ITEMS-P.U.D.	1760010	282815	12/2011	112.56	
502-0000-141.00-00	06/24/2011	WATER PARTS AND SUPPLIES	1750687		12/2011	10,676.00	
502-0000-141.00-00	06/24/2011	WATER PARTS AND SUPPLIES	1750690		12/2011	14,959.32	
502-7312-602.23-80	06/24/2011	NONSTOCKING ITEMS-P.U.D.	1740411	282815	12/2011	800.00	
502-7312-602.23-80	06/24/2011	NONSTOCKING ITEMS-P.U.D.	1742301	282815	12/2011	1,615.32	
502-0000-141.00-00	06/27/2011	WATER PARTS AND SUPPLIES	1762422		12/2011	631.35	
502-0000-141.00-00	06/27/2011	WATER PARTS AND SUPPLIES	1762487		12/2011	508.35	
502-0000-141.00-00	06/27/2011	SYSTEMS	1762487		12/2011	1,144.72	
502-7400-603.24-50	06/27/2011	NONSTOCKING ITEMS-P.U.D.	1762233	282815	12/2011	100.59	
512-8400-623.24-50	06/28/2011	NONSTOCKING ITEMS-P.U.D.	1760013	282815	12/2011	311.81	
512-8400-623.24-50	06/28/2011	NONSTOCKING ITEMS-P.U.D.	1761200	282815	12/2011	24.41	
512-8400-623.24-50	06/28/2011	NONSTOCKING ITEMS-P.U.D.	1762128	282815	12/2011	18.56	
512-8314-622.21-20	06/28/2011	NONSTOCKING ITEMS-P.U.D.	1764513	282815	12/2011	182.00	
502-0000-141.00-00	06/29/2011	WATER PARTS AND SUPPLIES	1762555		12/2011	10,676.00	
502-7312-602.23-80	06/30/2011	NONSTOCKING ITEMS-P.U.D.	1762980	282815	12/2011	4,790.64	
150-2226-422.23-20	06/30/2011	MP	1766462	282815	12/2011	34.29	
150-2226-422.23-20	06/30/2011	MP	1767130	282815	12/2011	3.38	
211-3132-433.94-20	06/30/2011	MISC SERVICES	1766276	285267	12/2011	7,636.84	
150-2231-422.23-20	06/30/2011	MP	1756321	282815	12/2011	113.93	
512-8400-623.24-50	06/30/2011		1760013A	282815	12/2011	62.44-	
07/11/2011	746386	NORTHWEST SCIENTIFIC INC	2760			7,568.66	
502-7400-603.22-20	06/29/2011	MISC SERVICES	5014127	284462	12/2011	66.82	

PROGRAM: GM350L

MINIMUM AMOUNT: 2,500.00

CITY OF BILLINGS

FROM 07/11/2011 TO 07/11/2011

BANK CODE

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CHECK DATE	CHECK NUMBER	VENDOR NAME	VENDOR #				CHECK AMOUNT
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502-7400-603.22-20	06/29/2011	MISC SERVICES	5014734	284462	12/2011	2,542.53	
512-8400-623.22-23	06/30/2011	MISC SERVICES	0513892	285486	12/2011	62.90	
512-8400-623.22-23	06/30/2011	MISC SERVICES	5013893	285486	12/2011	64.33	
512-8400-623.22-23	06/30/2011	MISC SERVICES	5014917	285486	12/2011	2,994.11	
502-7400-603.22-20	06/30/2011	MISC SERVICES	5014412	285487	12/2011	93.48	
502-7400-603.22-20	06/30/2011	MISC SERVICES	5014814	285487	12/2011	316.67	
502-7400-603.22-20	06/30/2011	MISC SERVICES	5014815	285487	12/2011	406.69	
502-7400-603.22-20	06/30/2011	MISC SERVICES	5014816	285487	12/2011	119.47	
502-7400-603.22-20	06/30/2011	MISC SERVICES	5014817	285487	12/2011	655.20	
502-7400-603.22-20	06/30/2011	MISC SERVICES	5014818	285487	12/2011	85.47	
502-7400-603.22-20	06/30/2011	MISC SERVICES	5014819	285487	12/2011	54.29	
502-7400-603.22-20	06/30/2011	MISC SERVICES	5014820	285487	12/2011	106.70	
07/11/2011	746392	NORTHWESTERN ENERGY	15771			104,686.36	
502-7400-603.34-10	06/29/2011	MISC SERVICES	01005404 JUN11	283720	12/2011	5,634.55	
502-7314-602.34-10	06/29/2011	MISC SERVICES	01006063 JUN11	283720	12/2011	2,357.31	
502-7400-603.34-10	06/29/2011	MISC SERVICES	01006063 JUN11	283720	12/2011	58,933.00	
502-7400-603.34-10	06/29/2011	MISC SERVICES	01006063 JUN11	283720	12/2011	15,715.47	
512-8314-622.34-10	06/29/2011	MISC SERVICES	01006063 JUN11	283720	12/2011	1,571.55	
150-2221-422.34-10	06/30/2011	FIRE6:ELEC/2580 KWH USED	0100477-9 11-06	276425	12/2011	350.80	
502-7400-603.34-10	06/30/2011	MISC SERVICES	01004787 JUN11	285525	12/2011	476.30	
502-7400-603.34-10	06/30/2011	MISC SERVICES	19209519 JUN11	285525	12/2011	262.86	
260-5512-455.34-10	06/30/2011	ACCT # 0100467-0	0100467-0 6/11	F13089	12/2011	8,965.03	
150-2221-422.34-10	06/30/2011	NW FIRE	07125321		12/2011	21.61	
561-7113-711.34-10	06/30/2011	NW AVIATION/TRAN	07125339		12/2011	102.27	
561-7113-711.34-10	06/30/2011	NW AVIATION/TRAN	07125347		12/2011	15.09	
561-7113-711.34-10	06/30/2011	NW AVIATION/TRAN	07125354		12/2011	218.05	
561-7113-711.34-10	06/30/2011	NW AVIATION/TRAN	07127913		12/2011	17.49	
561-7113-711.34-10	06/30/2011	NW AVIATION/TRAN	07127954		12/2011	18.22	
561-7113-711.34-10	06/30/2011	NW AVIATION/TRAN	07127970		12/2011	14.75	
561-7117-711.34-10	06/30/2011	NW AVIATION/TRAN	07128051		12/2011	7.58	
561-7113-711.34-10	06/30/2011	NW AVIATION/TRAN	07128135		12/2011	7.15	
561-7113-711.34-10	06/30/2011	NW AVIATION/TRAN	07195431		12/2011	2,156.30	
561-7113-711.34-10	06/30/2011	NW AVIATION/TRAN	07197593		12/2011	18.53	
561-7113-711.34-10	06/30/2011	NW AVIATION/TRAN	07197601		12/2011	22.00	
561-7113-711.34-10	06/30/2011	NW AVIATION/TRAN	07197619		12/2011	25.50	
561-7113-711.34-10	06/30/2011	NW AVIATION/TRAN	07197627		12/2011	16.11	
561-7113-711.34-10	06/30/2011	NW AVIATION/TRAN	07202963		12/2011	19.06	
10-5126-451.34-10	06/30/2011	NW PARK/REC/PL	07208416		12/2011	255.16	
502-7400-603.34-10	06/30/2011	NW PUD-WATER TREAT	07222490		12/2011	10.25	
10-5112-452.34-10	06/30/2011	NW PARK/REC/PL	07222532		12/2011	7.12	
10-5112-452.34-10	06/30/2011	NW PARK/REC/PL	07222565		12/2011	198.89	
10-5112-452.34-10	06/30/2011	NW PARK/REC/PL	07222581		12/2011	9.05	
10-5112-452.34-10	06/30/2011	NW PARK/REC/PL	07222599		12/2011	15.19	
502-7400-603.34-10	06/30/2011	NW PUD-WATER TREAT	07222706		12/2011	2,311.89	
10-5112-452.34-10	06/30/2011	NW PARK/REC/PL	07222722	50%	12/2011	8.85	
872-5198-452.34-10	06/30/2011	NW PARK/REC/PL	07222722	50%	12/2011	5.91	
10-5112-452.34-10	06/30/2011	NW PARK/REC/PL	07222730		12/2011	59.62	
10-5112-452.34-10	06/30/2011	NW PARK/REC/PL	07222748		12/2011	11.81	
10-5112-452.34-10	06/30/2011	NW PARK/REC/PL	07222755		12/2011	98.61	

PROGRAM: GM350L

MINIMUM AMOUNT: 2,500.00

CITY OF BILLINGS

FROM 07/11/2011 TO 07/11/2011

BANK CODE

00

CHECK DATE	CHECK NUMBER	VENDOR NAME	VENDOR #			CHECK AMOUNT
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10-5112-452.34-10	06/30/2011	NW PARK/REC/PL	07222771		12/2011	35.52
10-5112-452.34-10	06/30/2011	NW PARK/REC/PL	07222789		12/2011	29.47
10-5112-452.34-10	06/30/2011	NW PARK/REC/PL	07222797		12/2011	15.09
10-5112-452.34-10	06/30/2011	NW PARK/REC/PL	07222805		12/2011	7.12
10-5112-452.34-10	06/30/2011	NW PARK/REC/PL	07222813		12/2011	7.12
10-5112-452.34-10	06/30/2011	NW PARK/REC/PL	07222839		12/2011	7.12
10-5112-452.34-10	06/30/2011	NW PARK/REC/PL	07222847		12/2011	7.12
10-5112-452.34-10	06/30/2011	NW PARK/REC/PL	07228083		12/2011	15.09
10-5112-452.34-10	06/30/2011	NW PARK/REC/PL	07228521		12/2011	9.49
10-5112-452.34-10	06/30/2011	NW PARK/REC/PL	07228620		12/2011	9.05
10-5112-452.34-10	06/30/2011	NW PARK/REC/PL	07229016		12/2011	179.98
10-5112-452.34-10	06/30/2011	NW PARK/REC/PL	07229768		12/2011	8.41
10-5112-452.34-10	06/30/2011	NW PARK/REC/PL	07229958		12/2011	164.40
10-5112-452.34-10	06/30/2011	NW PARK/REC/PL	07230055		12/2011	76.13
10-5112-452.34-10	06/30/2011	NW PARK/REC/PL	07230253		12/2011	7.12
10-5112-452.34-10	06/30/2011	NW PARK/REC/PL	07230469		12/2011	7.36
10-5112-452.34-10	06/30/2011	NW PARK/REC/PL	07230493		12/2011	13.04
10-5112-452.34-10	06/30/2011	NW PARK/REC/PL	07230535		12/2011	33.42
10-5112-452.34-10	06/30/2011	NW PARK/REC/PL	07230642		12/2011	17.43
10-5112-452.34-10	06/30/2011	NW PARK/REC/PL	07230659		12/2011	17.43
512-8500-625.34-10	06/30/2011	NW Parks	07233836		12/2011	106.40
872-5198-452.34-10	06/30/2011	NW PARK/REC/PL	07233844		12/2011	7.12
872-5198-452.34-10	06/30/2011	NW PARK/REC/PL	07233851		12/2011	8.74
872-5198-452.34-10	06/30/2011	NW PARK/REC/PL	07233869		12/2011	8.74
872-5198-452.34-10	06/30/2011	NW PARK/REC/PL	07233877		12/2011	8.74
872-5198-452.34-10	06/30/2011	NW PARK/REC/PL	07233885		12/2011	8.74
10-5112-452.34-10	06/30/2011	NW PARK/REC/PL	07233919	60%	12/2011	5.04
872-5198-452.34-10	06/30/2011	NW PARK/REC/PL	07233919	40%	12/2011	3.37
872-5198-452.34-10	06/30/2011	NW PARK/REC/PL	07233927		12/2011	8.74
872-5198-452.34-10	06/30/2011	NW PARK/REC/PL	07233935		12/2011	7.91
872-5198-452.34-10	06/30/2011	NW PARK/REC/PL	07233943		12/2011	7.12
872-5198-452.34-10	06/30/2011	NW PARK/REC/PL	07233950		12/2011	7.12
872-5198-452.34-10	06/30/2011	NW PARK/REC/PL	07233968		12/2011	7.12
872-5198-452.34-10	06/30/2011	NW PARK/REC/PL	07233976		12/2011	7.12
872-5198-452.34-10	06/30/2011	NW PARK/REC/PL	07233984		12/2011	7.12
512-8500-625.34-10	06/30/2011	NW PUD-WASTE WATER	07234040		12/2011	1,100.37
872-5198-452.34-10	06/30/2011	NW PARK/REC/PL	07238355		12/2011	7.12
872-5198-452.34-10	06/30/2011	NW PARK/REC/PL	07238363		12/2011	9.05
872-5198-452.34-10	06/30/2011	NW PARK/REC/PL	07238405		12/2011	7.15
512-8500-625.34-10	06/30/2011	NW PUD-WASTE WATER	07238785		12/2011	514.25
872-5198-452.34-10	06/30/2011	NW PARK/REC/PL	07238793		12/2011	3.79
872-5198-452.34-10	06/30/2011	NW PARK/REC/PL	07238835		12/2011	7.58
10-5112-452.34-10	06/30/2011	NW PARK/REC/PL	07238843		12/2011	89.31
872-5198-452.34-10	06/30/2011	NW PARK/REC/PL	07238850		12/2011	7.81
10-5112-452.34-10	06/30/2011	NW PARK/REC/PL	07238876		12/2011	17.49
10-5112-452.34-10	06/30/2011	NW PARK/REC/PL	07931348		12/2011	.32
10-5112-452.34-10	06/30/2011	NW PARK/REC/PL	09208018		12/2011	54.70
872-5198-452.34-10	06/30/2011	NW PARK/REC/PL	09718248		12/2011	.77
10-5112-452.34-10	06/30/2011	PARKS	09789173		12/2011	9.30
10-5129-451.34-10	06/30/2011	NW FIRE	09998071		12/2011	84.03

PROGRAM: GM350L

MINIMUM AMOUNT: 2,500.00

CITY OF BILLINGS

FROM 07/11/2011 TO 07/11/2011

BANK CODE

00

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607-2235-486.34-10	06/30/2011	NW FIRE	10069151		12/2011	196.30	
10-5112-452.34-10	06/30/2011	NW Parks	11565272		12/2011	7.16	
10-5112-452.34-10	06/30/2011	NW Parks	11607801		12/2011	8.89	
502-7400-603.34-10	06/30/2011	NW Pud	11608072		12/2011	20.36	
150-2171-441.34-10	06/30/2011	NW	11834835		12/2011	1,422.11	
10-5112-452.34-10	06/30/2011	NW	12300661		12/2011	10.21	
10-5112-452.34-10	06/30/2011	NW	12422226		12/2011	7.51	
10-5112-452.34-10	06/30/2011	NW	12488631		12/2011	63.16	
872-5198-452.34-10	06/30/2011	NW	13127071		12/2011	.46	
502-7400-603.34-10	06/30/2011	NW	13466735		12/2011	21.22	
10-5112-452.34-10	06/30/2011	NW	14093942		12/2011	.96	
872-5198-452.34-10	06/30/2011	NW	15137961		12/2011	34.30	
872-5198-452.34-10	06/30/2011	NW	15138001		12/2011	15.25	
872-5198-452.34-10	06/30/2011	NW	15138027		12/2011	25.17	
872-5198-452.34-10	06/30/2011	NW	15138043		12/2011	12.63	
872-5198-452.34-10	06/30/2011	NW	15143886		12/2011	8.12	
872-5198-452.34-10	06/30/2011	PARKS	15642093		12/2011	7.78	
10-5112-452.34-10	06/30/2011	SOUTH PARK CONCESSION	15882624		12/2011	7.18	
10-5112-452.34-10	06/30/2011	PARKS 1	16926669		12/2011	2.59	
512-8500-625.34-10	06/30/2011	SEWER LIFTSTATION C	17040254		12/2011	10.20	
512-8500-625.34-10	06/30/2011	WWTP	17040304		12/2011	38.97	
211-3132-433.34-10	06/30/2011	STREETS/TRAFFIC	17389891		12/2011	12.00	
211-3132-433.34-10	06/30/2011	STREETS/TRAFFIC	17978289		12/2011	5.03	
502-7400-603.34-10	06/30/2011	2421 BELKNAP AVE	18672659		12/2011	8.43	
10-5112-452.34-10	06/30/2011	SKATEPARK RSTRM	19412436		12/2011	12.35	
07/11/2011	746402	PORTABLE COMPUTER SYSTEMS, INC	19264			2,979.00	
150-2112-421.23-20	06/29/2011	MP	35445	285380	12/2011	119.00	
150-2227-422.24-81	06/30/2011	FIRE:TUFF BK/MAINT 1YR	26085 MAINT 1YR	285368	12/2011	2,860.00	
07/11/2011	746407	PUBLIC UTILITIES	5022			17,844.13	
872-5198-452.34-20	06/30/2011	2100 CANYON DR SP/IR	490833852		12/2011	16.72	
872-5198-452.34-20	06/30/2011	ASPEN GROV PK-393 32 WEST	8934540476600		12/2011	19.14	
561-7110-711.34-20	06/30/2011	1901 AIRPORT TERM CIR	68407759		12/2011	5,726.97	
872-5198-452.34-20	06/30/2011	1760 COUNTRY MANOR BLVD.	8992912649100		12/2011	1,090.95	
872-5198-452.34-20	06/30/2011	4002 PARKHILL DR	899739343		12/2011	113.31	
872-5198-452.34-20	06/30/2011	255 ENERGY BLVD.	904059154		12/2011	239.05	
872-5198-452.34-20	06/30/2011	1515 38TH ST WEST	10697714654		12/2011	151.91	
872-5198-452.34-20	06/30/2011	4550 RANGVIEW DR	1142018810		12/2011	1,742.41	
872-5198-452.34-20	06/30/2011	4430 HI-LINE DR	11460717358		12/2011	22.00	
872-5198-452.34-20	06/30/2011	4430 HI-LINE DR	12051919090		12/2011	21.90	
872-5198-452.34-20	06/30/2011	210 S 36 ST W	13264320441		12/2011	62.64	
512-8500-625.34-20	06/30/2011	2229 BLUE CREEK RD	13670319854		12/2011	9.49	
10-5112-452.34-20	06/30/2011	PUBLIC UTILITIES - WATER	675614107		12/2011	406.00	
872-5198-452.34-20	06/30/2011	PUBLIC UTILITIES - WATER	676393901		12/2011	866.38	
872-5198-452.34-20	06/30/2011	PUBLIC UTILITIES - WATER	676413853		12/2011	1,469.58	
872-5198-452.34-20	06/30/2011	PUBLIC UTILITIES - WATER	676433910		12/2011	2,106.71	
872-5198-452.34-20	06/30/2011	PUBLIC UTILITIES - WATER	676454062		12/2011	252.81	
872-5198-452.34-20	06/30/2011	PUBLIC UTILITIES - WATER	676473935		12/2011	1,165.72	
872-5198-452.34-20	06/30/2011	PUBLIC UTILITIES - WATER	676497694		12/2011	586.64	

CHECK DATE	CHECK NUMBER	VENDOR NAME	VENDOR #				CHECK AMOUNT
ACCOUNT #	TRN DATE	DESCRIPTION	INVOICE	PO #	PER/YEAR	TRN	AMOUNT
872-5198-452.34-20	06/30/2011	PUBLIC UTILITIES - WATER	676513943		12/2011		318.85
872-5198-452.34-20	06/30/2011	PUBLIC UTILITIES - WATER	676533868		12/2011		55.40
872-5198-452.34-20	06/30/2011	PUBLIC UTILITIES - WATER	676554066		12/2011		24.41
872-5198-452.34-20	06/30/2011	PUBLIC UTILITIES - WATER	676574011		12/2011		142.54
872-5198-452.34-20	06/30/2011	PUBLIC UTILITIES - WATER	676594010		12/2011		378.72
872-5198-452.34-20	06/30/2011	PUBLIC UTILITIES - WATER	676614077		12/2011		132.98
872-5198-452.34-20	06/30/2011	PUBLIC UTILITIES - WATER	676654097		12/2011		83.92
872-5198-452.34-20	06/30/2011	PUBLIC UTILITIES - WATER	676754063		12/2011		176.32
872-5198-452.34-20	06/30/2011	PUBLIC UTILITIES	675778356		12/2011		229.12
872-5198-452.34-20	06/30/2011	2700 COUNTRY LN SP/IR	676233865		12/2011		231.54
07/11/2011	746411	RECREATION SUPPLY COMPANY	3135				7,117.50
10-5126-451.93-70	06/30/2011	CHEMICALS FOR POOLS	249961	285359	12/2011		7,117.50
07/11/2011	746420	RIMROCK FOUNDATION	3210				16,531.08
738-1264-412.35-60	06/30/2011	SAMHSA-JUNE 2011	2012-1	285441	12/2011		3,707.87
738-1264-412.35-90	06/30/2011	SAMHSA-JUNE 2011	2012-1	285441	12/2011		3,891.66
738-1264-412.37-30	06/30/2011	SAMHSA-JUNE 2011	2012-1	285441	12/2011		29.92
738-1264-412.39-90	06/30/2011	SAMHSA-JUNE 2011	2012-1	285441	12/2011		2,968.51
246-1253-412.35-90	06/30/2011	BAMDC-COUNSELOR-JUNE 2011	2012-1	285442	12/2011		4,018.66
245-1257-412.35-75	06/30/2011	BAMHC-JUNE 2011	2012-1	285443	12/2011		1,914.46
07/11/2011	746427	SHERWIN WILLIAMS COMPANY	21749				24,942.50
211-3132-433.23-40	06/30/2011	PAINT, COATINGS, WALLPAPER	914864313	284519	12/2011		24,942.50
07/11/2011	746436	SPRINGSTED	3526				6,680.62
203-1513-466.35-47	06/30/2011	MISC SERVICES	1-1061.109	285538	12/2011		6,680.62
07/11/2011	746439	ST VINCENT OCCUPATIONAL HEALTH	3535				5,330.00
10-1750-417.35-72	06/30/2011	MISC SERVICES	26976	285602	12/2011		4,140.00
211-3132-433.35-10	06/30/2011	MISC SERVICES	26976	285602	12/2011		70.00
502-7400-603.35-10	06/30/2011	MISC SERVICES	26976	285602	12/2011		70.00
502-7500-609.35-10	06/30/2011	MISC SERVICES	26976	285602	12/2011		140.00
512-8500-625.35-10	06/30/2011	MISC SERVICES	26976	285602	12/2011		70.00
541-3121-435.35-10	06/30/2011	MISC SERVICES	26976	285602	12/2011		280.00
571-7142-713.35-10	06/30/2011	MISC SERVICES	26976	285602	12/2011		40.00
601-1553-481.35-10	06/30/2011	MISC SERVICES	26976	285602	12/2011		40.00
627-1752-417.51-60	06/30/2011	MISC SERVICES	26976	285602	12/2011		480.00
07/11/2011	746451	TERRACON	16191				23,618.30
10-5112-452.39-90	06/16/2011	REMOVAL OF ROCK SHADY	T213614	284871	12/2011		23,580.80
205-3131-433.93-10	06/30/2011	WO0513 JACKSON STREET	T222365	285640	12/2011		37.50
07/11/2011	746452	THOMPSON POOLS	8553				5,990.00
10-5126-451.93-70	06/30/2011	SOUTH POOL LINER	12501	285480	12/2011		5,990.00
07/11/2011	746453	TIRE-RAMA	1864				12,252.06
541-3123-435.23-90	06/07/2011	10 TIRES PER MIKE	1050178612	282817	12/2011		2,880.00
211-3132-433.23-90	06/13/2011	MP	1050-178288	282817	12/2011		1,829.42
541-3123-435.23-90	06/14/2011	TIRES AND REPAIRS	1050179436	282817	12/2011		435.43

CHECK DATE	CHECK NUMBER	VENDOR NAME	VENDOR #					CHECK AMOUNT
ACCOUNT #	TRN	DATE	DESCRIPTION	INVOICE	PO #	PER/YEAR	TRN	AMOUNT
541-3122-435.23-90	06/14/2011		TIRES AND REPAIRS	1050179437	282817	12/2011		1,798.00
211-3132-433.23-90	06/22/2011		MP	1050-179247	282817	12/2011		30.00
211-3132-433.23-90	06/22/2011		MP	1050-179528	282817	12/2011		15.00
541-3122-435.23-90	06/22/2011		SW TIRE REPAIRS	1050180122	282817	12/2011		1,571.40
541-3123-435.23-90	06/22/2011		LF TIRE REPAIRS	1050180123	282817	12/2011		558.56
541-3123-435.23-90	06/22/2011		TIRES	1050180123	282817	12/2011		558.56
541-3123-435.23-90	06/22/2011		NEGATIVE	1050180123A	282817	12/2011		558.56
541-3122-435.23-90	06/22/2011		TIRES AND REPAIRS	1050180261	282817	12/2011		581.80
541-3122-435.23-90	06/30/2011		TIRES	10105180630	282817	12/2011		1,874.20
541-3122-435.23-90	06/30/2011		TIRES	1050180629	282817	12/2011		118.95
211-3132-433.23-90	06/30/2011		MP	1050-179529	282817	12/2011		237.90
211-3132-433.23-90	06/30/2011		MP	1050-180593	282817	12/2011		321.40
07/11/2011	746457	TOWN & COUNTRY SUPPLY ASSOCIAT	18295					74,035.90
561-7118-711.23-13	06/29/2011		INVOICE #86607	86607	F13055	12/2011		14,609.52
601-0000-141.00-00	06/30/2011		MP	85935		12/2011		12,793.58
601-0000-141.00-00	06/30/2011		MP	85937		12/2011		16,073.40
601-0000-141.71-41	06/30/2011		MP	85936		12/2011		18,752.30
601-0000-141.00-00	06/30/2011		MP	85515		12/2011		10,559.36
502-7400-603.23-10	06/30/2011		MISC SERVICES	022419	285485	12/2011		719.68
502-7400-603.23-10	06/30/2011		MISC SERVICES	85640	285485	12/2011		528.06
07/11/2011	746458	TRACTOR & EQUIPMENT	3775					11,222.39
541-3122-435.23-20	06/29/2011		MP	BLW00123663	285381	12/2011		206.21
541-3123-435.23-20	06/30/2011		AIR FILTERS	BBC745477	284655	12/2011		938.28
502-7500-609.23-20	06/30/2011		MP	BLW00123763	285469	12/2011		1,771.74
541-3122-435.23-20	06/30/2011		MP	BLCS0489991	285479	12/2011		781.55
541-3122-435.23-20	06/30/2011		MP	BLW00123764	285622	12/2011		3,311.82
541-3123-435.23-20	06/30/2011		MP	BLW00123846	285622	12/2011		4,212.79
07/11/2011	746459	TREASURE STATE PLUMBING	3787					6,095.03
10-5112-452.36-90	06/29/2011		PLUMBING WORK AT CENTRAL	32368	285365	12/2011		6,095.03
07/11/2011	746466	WESCO DISTRIBUTION INC	9656					3,326.15
502-7400-603.23-60	06/29/2011		MISC SERVICES	703995	284465	12/2011		85.50
502-7400-603.23-60	06/29/2011		MISC SERVICES	704013	284465	12/2011		1,342.32
502-7400-603.23-60	06/30/2011		MISC SERVICES	705447	285530	12/2011		63.20
502-7400-603.23-60	06/30/2011		MISC SERVICES	706577	285530	12/2011		12.84
502-7400-603.23-60	06/30/2011		MISC SERVICES	706631	285530	12/2011		173.17
502-7400-603.23-60	06/30/2011		MISC SERVICES	708883	285530	12/2011		40.57
502-7400-603.23-60	06/30/2011		MISC SERVICES	710486	285530	12/2011		1,044.44
502-7400-603.23-60	06/30/2011		MISC SERVICES	710506	285530	12/2011		558.72
502-7400-603.23-60	06/30/2011		MISC SERVICES	710528	285530	12/2011		5.39
07/11/2011	746468	WESTERN ENGINEERED SOLUTIONS	17878					3,035.00
512-8400-623.23-60	06/29/2011		MISC SERVICES	622313	285331	12/2011		3,035.00
07/11/2011	746476	WINGFOOT COMMERCIAL TIRE	15322					3,034.40
150-2231-422.23-20	06/17/2011		MP	1756321	282818	12/2011		113.93
211-3132-433.23-90	06/17/2011		MP	176-1031921	282818	12/2011		410.52

PROGRAM: GM350L

MINIMUM AMOUNT: 2,500.00

CITY OF BILLINGS

FROM 07/11/2011 TO 07/11/2011

BANK CODE

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CHECK DATE	CHECK NUMBER	VENDOR NAME	VENDOR #				CHECK AMOUNT
ACCOUNT	#	TRN DATE	DESCRIPTION	INVOICE	PO #	PER/YEAR	TRN AMOUNT
211-3132-433.23-90		06/20/2011	MP	176-1031854	282818	12/2011	48.22
150-2172-441.23-90		06/24/2011	MP	176-1031944	282818	12/2011	630.62
211-3132-433.23-20		06/28/2011	MP	176-1031878	282818	12/2011	23.95
211-3132-433.23-90		06/30/2011	MP	176-1031991	282818	12/2011	147.32
211-3132-433.23-90		06/30/2011	MP	176-1031991	282818	12/2011	675.66
150-2231-422.23-20		06/30/2011	MP	1756321-A	282818	12/2011	113.93-
150-2226-422.23-90		06/30/2011	MP	176-1031877	282818	12/2011	79.19
150-2231-422.23-90		06/30/2011	MP	176-1031923	282818	12/2011	100.28
150-2231-422.23-90		06/30/2011	MP	176-1031923	282818	12/2011	807.72
211-3132-433.23-90		06/30/2011	MP	176-1031976	282818	12/2011	70.00
211-3132-433.23-90		06/30/2011	MP	176-1031990	282818	12/2011	40.92
07/11/2011	746479	YELLOWSTONE CO IMPLEMENT	4165				4,099.00
541-3123-435.29-20		06/30/2011	MOWER FOR LF	20294320	283518	12/2011	4,099.00
07/11/2011	746484	YELLOWSTONE VALLEY TREE SURGEO	4702				16,814.00
10-5112-452.36-50		06/30/2011	PEST SPRAY	.6933	285449	12/2011	130.50
10-5112-452.36-50		06/30/2011	PEST SPRAY	6934	285449	12/2011	87.00
872-5198-452.36-50		06/30/2011	PEST SPRAY	6935	285449	12/2011	3,915.00
872-5198-452.36-50		06/30/2011	PEST SPRAY	6938	285449	12/2011	2,256.00
10-5112-452.36-50		06/30/2011	PEST SPRAY	7411	285449	12/2011	812.00
872-5198-452.36-50		06/30/2011	PEST SPRAY	7412	285449	12/2011	391.50
10-5112-452.36-50		06/30/2011	PEST SPRAY	7413	285449	12/2011	478.50
10-5112-452.36-50		06/30/2011	PEST SPRAY	7414	285449	12/2011	565.50
10-5112-452.36-50		06/30/2011	PEST SPRAY	7415	285449	12/2011	1,566.00
10-5112-452.36-50		06/30/2011	PEST SPRAY	7417	285449	12/2011	826.50
650-1566-487.39-90		06/30/2011	MISC SERVICES	6939	285599	12/2011	2,436.00
561-7113-711.36-60		06/30/2011	INVOICE #6936	6936	F13092	12/2011	3,349.50
07/11/2011	746485	YOCHUM CONTRACTING INC	20064				32,500.00
541-3123-435.53-30		06/30/2011	BRUSH GRINDING	1075	284663	12/2011	32,500.00

DATE RANGE TOTAL *

1,909,360.91 *

Regular City Council Meeting

Meeting Date: 08/08/2011

TITLE: Payment of Claims July 15, 2011.

PRESENTED BY: Pat M. Weber, Financial Services Manager

Department: City Hall Administration

PROBLEM/ISSUE STATEMENT

Claims in the amount of \$639,553.43 have been audited and are presented for your approval for payment. A complete listing of the claims dated July 15, 2011, is available in the Finance Department.

ALTERNATIVES ANALYZED

The Council may:

- Approve the payment of claims; or
- Not approve the payment of claims.

FINANCIAL IMPACT

Claims have a varying impact on department budgets, but are submitted by the departments and reviewed by Finance staff before being sent to the Council.

RECOMMENDATION

Staff recommends that Council approve Payment of Claims.

APPROVED BY CITY ADMINISTRATOR

Attachments

List of claims greater than \$2500.

CHECK DATE	CHECK NUMBER	VENDOR NAME	VENDOR #				CHECK AMOUNT
ACCOUNT #	TRN DATE	DESCRIPTION	INVOICE	PO #	PER/YEAR	TRN AMOUNT	
07/15/2011 280-6581-464.72-77	746492 07/14/2011	AMERICAN TITLE & ESCROW WOOD, 4415 STONE	159 MEGAN WOOD	285732	01/2012	15,000.00 15,000.00	
07/15/2011 297-6680-463.72-75	746493 07/14/2011	AMERICAN TITLE & ESCROW ALISA DUBEAU, 1411 ELDORA	159 DUBEAU	285733	01/2012	15,000.00 15,000.00	
07/15/2011 10-1411-414.72-66	746503 07/13/2011	BILLINGS COMMUNITY CABLE MISC SERVICES	413 07072011	285663	01/2012	25,000.00 25,000.00	
07/15/2011 297-6680-463.72-75	746511 07/14/2011	CHICAGO TITLE INSURANCE CO JACK EVANKOVICH, 30 WASHI	754 EVANKOVICH	285731	01/2012	10,000.00 10,000.00	
07/15/2011 297-6680-463.72-75	746512 07/14/2011	CHICAGO TITLE INSURANCE CO SHEEHAN, 1708 ALDERSON	754 CHERYL SHEEHAN	285734	01/2012	10,000.00 10,000.00	
07/15/2011 297-6680-463.72-75	746513 07/14/2011	CHICAGO TITLE INSURANCE CO JENNIFER CARLSON, 255 BOH	754 CARLSON	285735	01/2012	15,000.00 15,000.00	
07/15/2011 201-1507-466.35-90	746527 07/14/2011	FARR ASSOCIATES ARCHITECTURE A MISC SERVICES	21775 31003.02	285755	01/2012	4,280.00 4,280.00	
07/15/2011 297-6680-463.72-75	746530 07/14/2011	FIRST MONTANA TITLE CO WHITMAN, 1824 LEWIS	1304 CHRISTIE WHITMA	285728	01/2012	10,000.00 10,000.00	
07/15/2011 561-7110-711.51-10 561-7110-711.51-10 561-7110-711.51-10	746536 07/13/2011 07/13/2011 07/13/2011	HOINESS LABAR INSURANCE INVOICE #363784 INVOICE #360954 INVOICE #361221	8044 071311 071311 071311	F13110 F13110 F13110	01/2012 01/2012 01/2012	73,339.00 45,595.00 15,860.00 11,884.00	
07/15/2011 900-0000-209.99-20 900-0000-209.99-20	746538 07/01/2011 07/15/2011	IAFF PAYROLL SUMMARY PAYROLL SUMMARY	20196 20110701 20110715		01/2012 01/2012	8,613.00 4,306.50 4,306.50	
07/15/2011 296-6679-463.72-75	746541 07/14/2011	INTERFAITH HOSPITALITY NETWORK CDBG GRANT, REQ 4 APR-JUN	18280 REQUEST #4	285737	01/2012	2,696.20 2,696.20	
07/15/2011 10-1100-411.33-50	746559 07/13/2011	MONTANA LEAGUE OF CITIES&TOWNS MISC SERVICES	2514 07012011	285658	01/2012	18,000.00 18,000.00	
07/15/2011 630-1753-485.73-11	746560 07/13/2011	MONTANA MUNICIPAL INTERLOCAL MISC SERVICES	20725 611006	285661	01/2012	24,069.56 24,069.56	
07/15/2011 900-0000-209.99-24 900-0000-209.99-24	746561 07/01/2011 07/15/2011	MONTANA STATE FIREMAN'S ASSOC PAYROLL SUMMARY PAYROLL SUMMARY	20195 20110701 20110715		01/2012 01/2012	5,510.47 2,745.79 2,764.68	
07/15/2011 220-2233-422.24-10	746563 06/30/2011	MOTOROLA VHF/RADIOS/REGIONAL HAZMT	2586 13848161 HAZMAT	284895	12/2011	9,465.58 9,465.58	
07/15/2011 900-0000-209.99-23	746565 07/01/2011	MPPA PAYROLL SUMMARY	20198 20110701		01/2012	5,048.04 2,524.02	

PREPARED 07/18/2011, 15:35:41

PROGRAM: GM350L

CITY OF BILLINGS

A/P CHECKS BY PERIOD AND YEAR

MINIMUM AMOUNT: 2,500.00

FROM 07/15/2011 TO 07/15/2011

PAGE 2

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CHECK DATE	CHECK NUMBER	VENDOR NAME	VENDOR #			CHECK AMOUNT
ACCOUNT #	TRN DATE	DESCRIPTION	INVOICE	PO #	PER/YEAR	TRN AMOUNT
900-0000-209.99-23	07/15/2011	PAYROLL SUMMARY	20110715		01/2012	2,524.02
07/15/2011	746572	ONE EIGHTY COMMUNICATIONS	15590			5,404.02
561-7110-711.34-50	07/14/2011	ONE EIGHTY JULY 2011	AIRPORT 2948370		01/2012	40.60
606-1931-484.34-50	07/14/2011	ONE EIGHTY JULY 2011	ACCT 00018768		01/2012	148.88
606-1931-484.34-50	07/14/2011	ONE EIGHTY JULY 2011	ACCT 00001906		01/2012	3,969.17
10-5112-452.34-50	07/14/2011	ONE EIGHTY JULY 2011	867-7275		01/2012	46.00
670-3141-489.34-50	07/14/2011	ONE EIGHTY JULY 2011	DEPOT 60%		01/2012	489.86
660-3110-431.34-50	07/14/2011	ONE EIGHTY JULY 2011	DEPOT 40%		01/2012	326.56
260-5518-455.35-90	07/14/2011	ONE EIGHTY JULY 2011	INTERNET LIB		01/2012	259.00
620-1911-482.34-52	07/14/2011	ONE EIGHTY JULY 2011	IT INTERNET		01/2012	79.95
150-2225-422.34-50	07/14/2011	ONE EIGHTY JULY 2011	LONG DISTANCE		01/2012	5.00
150-2111-421.34-50	07/14/2011	CPC FAX LINE	247-8592		01/2012	39.00
07/15/2011	746575	PAYNE FINANCIAL GROUP	16511			292,530.00
630-1753-485.51-90	07/13/2011	MISC SERVICES	360621	285655	01/2012	13,313.00
630-1753-485.51-50	07/13/2011	MISC SERVICES	360622	285655	01/2012	3,577.00
630-1753-485.51-10	07/13/2011	MISC SERVICES	363153	285655	01/2012	275,640.00
07/15/2011	746586	SOLID WASTE SYSTEMS INC	9811			8,772.00
541-3122-435.23-20	06/30/2011		0050723-IN	280085	12/2011	8,772.00
07/15/2011	746594	TOWN & COUNTRY SUPPLY ASSOCIAT	18295			43,275.31
601-0000-141.00-00	07/13/2011	MP	85950		01/2012	35,440.97
561-7118-711.23-13	07/13/2011	INVOICE #86666	86666/86665	F13107	01/2012	6,882.51
561-7112-711.23-10	07/13/2011	INVOICE #86665	86666/86665	F13107	01/2012	951.83
07/15/2011	746602	YELLOWSTONE ELECTRIC CO	4162			2,817.60
561-7113-711.36-53	07/13/2011	INVOICE #7944	7944	F13102	01/2012	2,817.60
DATE RANGE TOTAL *						603,820.78 *

Regular City Council Meeting

Meeting Date: 08/08/2011

TITLE: Public Hearing and Resolution Approving the Issuance of Special Improvement District 1360 Refunding Bonds

PRESENTED BY: Patrick M Weber

Department: City Hall Administration

PROBLEM/ISSUE STATEMENT

The City issued Special Improvement District (SID)1360 bonds in 2003. The bonds are currently outstanding in the aggregate principal amount of \$2,540,000. Based on preliminary analysis, the City's Financial Director and Springsted Inc., the City's financial advisor, believe that the City could achieve debt savings by refunding the SID 1360 bonds. The Council must conduct a public hearing and then may consider adopting the attached resolution that authorizes the refunding bond sale.

ALTERNATIVES ANALYZED

The Council must hold a public hearing and then may:

- Approve the resolution; or
- Not approve the resolution.

FINANCIAL IMPACT

The Refunding Bonds are being issued to reduce future interest costs. These savings will be passed on to the property owners with outstanding assessments.

RECOMMENDATION

Staff recommends that the City Council conduct the public hearing and approve the resolution.

APPROVED BY CITY ADMINISTRATOR

Attachments

Resolution

CERTIFICATE AS TO RESOLUTION AND ADOPTING VOTE

I, the undersigned, being the duly qualified and acting recording officer of the City of Billings, Montana (the "City"), hereby certify that the attached resolution is a true copy of a Resolution No. _____ entitled: "RESOLUTION RELATING TO SPECIAL IMPROVEMENT DISTRICT NO. 1360 REFUNDING BONDS, SERIES 2011; AND CONFIRMING THE CITY'S INTENTION TO PROCEED WITH THE REFUNDING" (the "Resolution"), on file in the original records of the City in my legal custody; that the Resolution was duly adopted by the City Council of the City at a regular meeting on August 8, 2011, and that the meeting was duly held by the City Council and was attended throughout by a quorum, pursuant to call and notice of such meeting given as required by law; and that the Resolution has not as of the date hereof been amended or repealed.

I further certify that, upon vote being taken on the Resolution at said meeting, the following Council Members voted in favor thereof: _____
_____; voted against the same: _____
_____; abstained from voting thereon: _____
_____; or were absent: _____.

WITNESS my hand and seal officially this 8th day of August, 2011.

(SEAL)

City Clerk

RESOLUTION NO. _____

RESOLUTION RELATING TO SPECIAL IMPROVEMENT DISTRICT
NO. 1360 REFUNDING BONDS, SERIES 2011; AND CONFIRMING
THE CITY'S INTENTION TO PROCEED WITH THE REFUNDING

BE IT RESOLVED by the City Council (the "Council") of the City of Billings, Montana (the "City"), as follows:

Section 1. Recitals. It is hereby found, determined and declared as follows:

1.01. Outstanding Bonds. The City, pursuant to Montana Code Annotated, Title 7, Chapter 12, Parts 41 and 42, as amended (the "Act"), has issued its Special Improvement District No. 1360 Bonds, dated, as originally issued, as of April 23, 2003, in the original aggregate principal amount of \$8,053,000 (the "Series 2003 Bonds"), drawn against the funds of, and to finance the costs of certain local improvements (the "Improvements") in or for the benefit of, Special Improvement District No. 1360 of the City (the "District"). All of the Improvements have been completed and all proceeds of the Series 2003 Bonds and investment income thereon have been applied to costs of the Improvements or to the partial redemption of the Series 2003 Bonds, except for certain proceeds of the Series 2003 Bonds on deposit in the Special Improvement District Revolving Fund of the City (the "Revolving Fund"). The outstanding Series 2003 Bonds may be redeemed on any interest payment date on or after January 1, 2012. The Series 2003 Bonds are presently outstanding in the aggregate principal amount of \$2,540,000 (the "Outstanding Bonds").

1.02. Authorization. Section 7-12-4194 of the Act authorizes the issuance of special improvement district bonds under the Act to provide money needed to pay principal of and interest on outstanding bonds if the rate of interest on the refunding bonds is not less than one-half of one percent (0.50%) a year less than the rate of interest on the bonds to be refunded.

1.03. Passage of Resolution of Intention. This Council, on July 25, 2011, adopted Resolution No. 11-19088 (the "Resolution of Intention"), pursuant to which this Council declared its intention to issue its Special Improvement District No. 1360 Refunding Bonds, Series 2011 (the "Bonds"), in the aggregate principal amount of \$2,620,000 in order to provide funds to refund the Outstanding Bonds in advance of their stated maturities.

1.04. Notice and Public Hearing. Pursuant to Section 7-12-4194 of the Act, because the Bonds will be issued in a principal amount greater than the principal amount of the Outstanding Bonds, a public hearing was required to establish the desirability of issuing the Bonds. Notice of such public hearing was duly published and mailed and on the date hereof, this Council conducted the public hearing. The meeting of this Council at which this Resolution was adopted is the first regular meeting of the Council following the expiration of the period ended 15 days after the first date of publication of the notice of public hearing (the "Protest Period").

1.05. Protests. Within the Protest Period, no protests were filed with the City Clerk by the owners of property in the District subject to assessment in connection with the refunding.

Section 2. Findings. Pursuant to Montana Code Annotated, Section 7-12-4194, this Council hereby confirms its earlier findings that it is in the best interests of the City and the owners of property in the District for the City to sell the Bonds in order to provide funds to be used to refund the Outstanding Bonds in advance of their stated maturities. The Bonds will be issued to achieve debt service savings for the District, estimated on a net present value basis (using the yield of the Bonds as the discount factor) calculated over the term of the Outstanding Bonds, to be \$180,000. The savings will benefit the District and the owners of property therein by reducing the total cost of the improvements financed from the proceeds of the Outstanding Bonds.

Section 3. Sale of Bonds. Pursuant to Section 7-12-4194(3)(a) of the Act, this Council hereby confirms its earlier determination that it is in the best interests of the City to sell the Bonds at a private negotiated sale to Piper Jaffray & Co., of Helena, Montana and Denver, Colorado (the "Purchaser"), in consultation with Springsted Incorporated, financial consultant to the City in respect of the Bonds. The Bonds shall be sold to the Purchaser on terms and at a purchase price within the limitations set forth in the Resolution of Intention.

Section 5. Pledge of Revolving Fund. In the resolution of intention to create the District, this Council found that it was in the public interest, and in the best interest of the City and the District, to secure payment of the principal of and interest on the Outstanding Bonds by the Revolving Fund, on the basis of factors required to be considered under Section 7-12-4225 of the Act. This Council hereby confirms its earlier findings that it is in the public interest and in the best interest of the City and the District, to secure payment of the principal of and interest on the Bonds by the Revolving Fund, and the findings made in such resolution of intention in respect of the pledge of the Revolving Fund for the District are hereby ratified and confirmed; no material adverse condition relevant to the pledge of the Revolving Fund in the District having occurred since the Outstanding Bonds were issued.

PASSED AND APPROVED by the City Council of the City of Billings, Montana, this 8th day of August, 2011.

Mayor

Attest: _____
City Clerk

(SEAL)

Regular City Council Meeting

Meeting Date: 08/08/2011

TITLE: Awarding Negotiated Sale of Bonds and Approving the Form and Detail for Series 2011 Sidewalks

PRESENTED BY: Patrick M Weber

Department: City Hall Administration

PROBLEM/ISSUE STATEMENT

The City Council approved the authorization for the negotiated sale of bonds relating to Pooled Series 2011 sidewalks on July 11, 2011. This staff memo recommends award of the negotiated sale of bonds totaling \$350,000 for financing the following projects:

W.O. 05-13, Jackson Street, Phase II - \$75,000

W.O. 09-02, Miscellaneous & Developer Improvements - \$275,000

(Various locations throughout the city)

ALTERNATIVES ANALYZED

The Council may:

- Approve the bid award; or
- Not approve the bid award

FINANCIAL IMPACT

The Finance Director negotiated with Royal Johnson of Billings MT to purchase the Series 2011 sidewalk bonds at a rate of 5.00%

RECOMMENDATION

Staff recommends that City Council approve the resolution awarding the sale of the bonds.

APPROVED BY CITY ADMINISTRATOR

Attachments

Resolution

CERTIFICATE AS TO RESOLUTION AND ADOPTING VOTE

I, the undersigned, being the duly qualified and acting recording officer of the City of Billings, Montana (the "City"), hereby certify that the attached resolution is a true copy of Resolution No. _____ entitled: "RESOLUTION RELATING TO \$350,000 POOLED SPECIAL SIDEWALK, CURB, GUTTER AND ALLEY APPROACH BOND, SERIES 2011; CREATING SPECIAL SIDEWALK, CURB, GUTTER AND ALLEY APPROACH FUND; AND PRESCRIBING COVENANTS OF THE CITY FOR THE SECURITY OF THE HOLDERS OF THE BOND" (the "Resolution"), on file in the original records of the City in my legal custody; that the Resolution was duly adopted by the City Council of the City at a regular meeting on August 8, 2011, and that the meeting was duly held by the City Council and was attended throughout by a quorum, pursuant to call and notice of such meeting given as required by law; and that the Resolution has not as of the date hereof been amended or repealed.

I further certify that, upon vote being taken on the Resolution at said meeting, the following Council Members voted in favor thereof: _____; voted against the same: _____; abstained from voting thereon: _____; or were absent: _____.

WITNESS my hand and seal officially this _____ day of August, 2011.

City Clerk

RESOLUTION NO. _____

RESOLUTION RELATING TO \$350,000 POOLED SPECIAL
SIDEWALK, CURB, GUTTER AND ALLEY APPROACH
BOND, SERIES 2011; CREATING SPECIAL SIDEWALK,
CURB, GUTTER AND ALLEY APPROACH FUND; AND
PRESCRIBING COVENANTS OF THE CITY FOR THE
SECURITY OF THE HOLDERS OF THE BOND

BE IT RESOLVED by the City Council (the "Council") of the City of Billings, Montana (the "City"), as follows:

Section 1. Recitals. It is hereby found, determined and declared as follows:

1.01 Sale of Pooled Special Sidewalk, Curb, Gutter and Alley Approach Bond. This Council, by Resolution No. 11-19084, adopted July 11, 2011, and pursuant to Montana Code Annotated, Title 7, Chapter 12, Parts 41 and 42 (the "Act"), authorized the issuance and sale of pooled special sidewalk, curb, gutter and alley approach bonds of the City in the aggregate principal amount of up to \$494,000 for the purpose of financing the construction of certain sidewalks, curbs, gutter and alley approach projects (each, a "Project") heretofore ordered by this Council pursuant to Resolution No. 10-18920, adopted March 22, 2010, as the W.O. 09-02, Miscellaneous/Developer-Related Improvements (the "Miscellaneous Improvements"), and Resolution No. 11-19026, adopted February 14, 2011, as the W.O. 05-13, Jackson Street Sidewalks Phase II (the "Jackson Street Sidewalk Improvements" and, together with the Miscellaneous Improvements, the "Improvements"). Pursuant to Section 7-12-4204 of the Act, as amended by House Bill 538, this Council determined it to be in the best interests of the City to sell its \$350,000 Pooled Special Sidewalk, Curb, Gutter and Alley Approach Bond, Series 2011 (the "Bond") at a private negotiated sale. Royal C. Johnson, of Billings, Montana (the "Original Purchaser"), has agreed to purchase from the City the Bond at a purchase price of \$350,000, plus accrued interest thereon from the date of original issue of the Bond, at the interest rate of 5.00% per annum.

In Resolution Nos. 10-18920 and 11-19026, adopted March 22, 2010 and February 14, 2011, respectively, this Council found that it is in the public interest, and in the best interest of the City and the properties, to secure payment of principal of and interest on the Bond by the Special Improvement District Revolving Fund of the City (the "Revolving Fund"), on the basis of the factors required to be considered under Section 7-12-4225 of the Act. Those findings are hereby ratified and confirmed.

1.02 Costs. It is currently estimated that the costs and expenses to be assessed against properties benefited by the Improvements, including costs of preparation of plans, specifications, maps, profiles, engineering superintendence and inspection, preparation of assessment rolls, expenses of making the assessments, the cost of work and materials under the construction contract and all other costs and expenses, including costs of issuance of the Bond and the deposit of proceeds in the Revolving Fund, is not less than \$350,000 (\$275,000 for the Miscellaneous Improvements, and \$75,000 for the Jackson Street Sidewalk Improvements). Such amount will be levied and assessed upon the assessable real property benefited by the Improvements on the

bases described in Resolution Nos. 10-18920 and 11-19026, adopted March 22, 2010 and February 14, 2011, respectively. This Council has jurisdiction and is required by law to levy and assess such amounts, to collect such special assessments and credit the same to the 2011 Pooled Special Sidewalk, Curb, Gutter and Alley Approach Sinking Fund of the City (the “2011 Sidewalk Sinking Fund”) created for the Improvements.

1.03 Compliance with Constitution and Statutes. All acts, conditions and things required by the Constitution and laws of the State of Montana, including Montana Code Annotated, Title 7, Chapter 14, Part 41, and the Act, and the home rule charter of the City in order to make the Bond valid and binding special obligations in accordance with their terms and in accordance with the terms of this Resolution have been done, do exist, have happened and have been performed in regular and due form, time and manner as so required.

Section 2. \$350,000 Pooled Special Sidewalk, Curb, Gutter and Alley Approach Bond, Series 2011.

2.01 Principal Amount, Payment Dates and Interest Rate. For the purpose of paying the costs and expenses incurred in the construction of the Improvements and in anticipation of the collection of special assessments to be levied therefor, the City shall forthwith issue and deliver to the Original Purchaser its Pooled Special Sidewalk, Curb, Gutter and Alley Approach Bond, Series 2011, in the aggregate principal amount of \$350,000. The Bond shall be issued as a single amortized bond in fully registered form and bear interest on the unpaid principal balance thereof at the rate of 5.00% per annum from the date of delivery until paid. Installments of principal and interest on the Bond shall be payable on each January 1 and July 1, commencing January 1, 2012, in the amounts shown on Exhibit C hereto to the owners of record thereof as such appear on the bond register at the close of business on the fifteenth day of the immediately preceding month, whether or not such day is a business day. The principal amount of the Bond shall be reduced upon payment or redemption of each principal installment thereof and in the amount thereof.

2.02 Method of Payment; Surrender. Principal and interest on the Bond are payable in lawful money of the United States of America by wire transfer in immediately available funds to such account as the holder shall direct or otherwise by check or draft drawn on the Registrar (as hereinafter defined). The Bond shall be surrendered at maturity or upon full redemption at the principal office of the Registrar.

2.03 Registration. The City hereby appoints the City Finance Director, to act as bond registrar, transfer agent and paying agent (the “Registrar”). The City reserves the right to appoint a bank, trust company or fiscal company as successor bond registrar, transfer agent or paying agent, as authorized by the Model Public Obligations Registration Act of Montana (the “Registration Act”), but the City agrees to pay the reasonable and customary charges of the Registrar for the services performed. This Section 2.03 shall establish a system of registration for the Bond as defined by the Registration Act. The effect of registration and the rights and duties of the City and the Registrar with respect thereto shall be as follows:

(a) Bond Register. The Registrar shall keep at its principal office a bond register in which the Registrar shall provide for the registration of ownership of the Bond and the

registration of transfers and exchanges of the Bond entitled to be registered, transferred or exchanged.

(b) Transfer. Upon surrender to the Registrar for transfer of any Bond duly endorsed by the registered owner thereof or accompanied by a written instrument of transfer, in form satisfactory to the Registrar, duly executed by the registered owner thereof or by an attorney duly authorized by the registered owner in writing, the Registrar shall authenticate and deliver, in the name of the designated transferee or transferees, one or more new Bonds of a like aggregate principal amount and maturity, as requested by the transferor. The Registrar may, however, close the books for registration of any transfer of the Bond or portion thereof selected or called for redemption.

(c) Exchange. Whenever any Bond is surrendered by the registered owner for exchange, the Registrar shall authenticate and deliver one or more new Bonds of a like aggregate principal amount, interest rate and maturity, as requested by the registered owner or the owner's attorney duly authorized in writing.

(d) Cancellation. All Bonds surrendered upon any transfer or exchange shall be promptly canceled by the Registrar and thereafter disposed of as directed by the City.

(e) Improper or Unauthorized Transfer. When any Bond is presented to the Registrar for transfer, the Registrar may refuse to transfer the same until it is satisfied that the endorsement on such Bond or separate instrument of transfer is valid and genuine and that the requested transfer is legally authorized. The Registrar shall incur no liability for the refusal, in good faith, to make transfers which it, in its judgment, deems improper or unauthorized.

(f) Persons Deemed Owners. The City and the Registrar may treat the person in whose name any Bond is at any time registered on the bond register as the absolute owner of such Bond, whether such Bond shall be overdue or not, for the purpose of receiving payment of, or on account of, the principal of and interest on such Bond and for all other purposes, and all such payments so made to any such registered owner or upon the owner's order shall be valid and effectual to satisfy and discharge the liability of the City upon such Bond to the extent of the sum or sums so paid.

(g) Taxes, Fees and Charges. For every transfer of Bonds or exchange of Bonds (except for an exchange upon the partial redemption of any Bond), the Registrar may impose a charge upon the owner thereof sufficient to reimburse the Registrar for any tax, fee or other governmental charge required to be paid with respect to such transfer or exchange.

(h) Mutilated, Lost, Stolen or Destroyed Bonds. In case any Bond shall become mutilated or be destroyed, stolen or lost, the Registrar shall deliver a new Bond of like amount, number, maturity date and tenor in exchange and substitution for and upon cancellation of any such mutilated Bond or in lieu of and in substitution for any such Bond destroyed, stolen or lost, upon the payment of the reasonable expenses and charges of the Registrar in connection therewith; and, in the case of a Bond destroyed, stolen or

lost, upon filing with the Registrar of evidence satisfactory to it that such Bond was destroyed, stolen or lost, and of the ownership thereof, and upon furnishing to the Registrar an appropriate bond or indemnity in form, substance and amount satisfactory to it, in which both the City and the Registrar shall be named as obligees. All Bonds so surrendered to the Registrar shall be canceled by it and evidence of such cancellation shall be given to the City. If the mutilated, destroyed, stolen or lost Bond has already matured or such Bond has been called for redemption in accordance with its terms, it shall not be necessary to issue a new Bond prior to payment.

2.04 Execution, Registration and Delivery of Bond. The Bond shall be prepared under the direction of the City Finance Director and shall be executed on behalf of the City by the signatures of the Mayor, the City Finance Director and the City Clerk and sealed with the official seal of the City; provided that the seal and all signatures may be printed, engraved or lithographed facsimiles of the originals. In case any officer whose signature or a facsimile of whose signature shall appear on the Bond shall cease to be such officer before the delivery of any Bond, such signature or facsimile shall nevertheless be valid and sufficient for all purposes, the same as if such officer had remained in office until delivery. Notwithstanding such execution, no Bond shall be valid or obligatory for any purpose or entitled to any security or benefit under this Resolution unless and until a certificate of authentication on such Bond has been duly executed by the manual signature of an authorized representative of the Registrar. The certificate of authentication on different Bonds need not be signed by the same representative. The executed certificate of authentication on each Bond shall be conclusive evidence that it has been authenticated and delivered under this Resolution. When the Bonds have been so executed, authenticated and registered, they shall be delivered by the Registrar to the Original Purchaser upon payment of \$350,000 for the principal of the Bond plus accrued interest from the registration date to the date of such delivery and payment. The Original Purchaser shall not be obligated to see to the application of the purchase price, but the City Finance Director shall credit forthwith the proceeds of the Bond pursuant to Section 2.07.

2.05 Redemption.

(a) Mandatory Redemption. The principal installments of the Bond are subject to mandatory redemption in order of the principal installments on any interest payment date if, after paying all principal and interest then currently due on the Bond, there are monies available in or to the credit of the 2011 Sidewalk Sinking Fund, either from the prepayment of assessments or from the transfer of surplus money from the Construction Subaccounts to the Principal Subaccounts as provided in Section 3.02 or otherwise, for the redemption thereof. The redemption price is equal to the amount of the principal installment or installments of the Bond to be redeemed plus interest accrued thereon to the date of redemption, without premium.

(b) Optional Redemption. The principal installments are subject to redemption at the option of the City from sources of funds available therefor other than those described in Subsection (a) of this Section 2.05 on any interest payment date at a redemption price equal to the amount of the principal installment or installments of the Bond to be redeemed plus interest accrued thereon to the redemption date, without premium.

(c) Notice and Effect of Redemption. The date of redemption shall be fixed by the City Finance Director, who shall give notice by first class mail, postage prepaid, to the owner or owners of the Bond at their addresses shown on the bond register, of the numbers of the principal installments to be redeemed and the date on which payment will be made, which date shall not be less than ten days after the date of mailing of notice. On the date so fixed interest on the principal installments of the Bond so redeemed shall cease to accrue.

2.06 Form of Bond. The Bond shall be prepared in substantially the form set forth in Exhibit B hereto and by this reference is made a part hereof.

2.07 Application of Proceeds. The City Finance Director shall credit forthwith the proceeds of the Bond as follows:

(a) Deposit to the credit of the Interest Subaccounts in the respective Project Accounts in the 2011 Sidewalk Sinking Fund the amount of accrued interest, if any, paid by the Original Purchaser to the date of delivery of the Bond, in proportion to the principal amounts of the Bond allocable to each Project, as set forth in Section 1.02, which will be applied to payment of interest on the Bond when due;

(b) Deposit \$17,500.00 to the Revolving Fund (\$13,750.00 for the Miscellaneous Improvements, and \$3,750.00 for the Jackson Street Sidewalk Improvements); and

(c) Deposit the balance of the proceeds to the Construction Subaccounts in the respective Project Account (\$261,250 for the Miscellaneous Improvements and \$71,250 for the Jackson Street Sidewalk Improvements).

Section 3. 2011 Pooled Special Sidewalk, Curb, Gutter and Alley Approach Sinking Fund.

3.01 2011 Sidewalk Sinking Fund. The 2011 Sidewalk Sinking Fund is hereby created and designated as the “2011 Pooled Special Sidewalk, Curb, Gutter and Alley Approach Sinking Fund.” The 2011 Sidewalk Sinking Fund shall be maintained as a separate bookkeeping account by the City Finance Director on the books and records of the City. Within the 2011 Sidewalk Sinking Fund there shall be maintained separate accounts for the Miscellaneous Improvements and the Jackson Street Sidewalk Improvements, designated accordingly (collectively, the “Project Accounts”). Within each Project Account there shall be maintained three separate subaccounts, designated as the “Construction Subaccount,” the “Principal Subaccount” and the “Interest Subaccount.”

3.02 Construction Subaccounts. There shall be credited to the Construction Subaccount in each Project Account the proceeds of the sale of the Bond, less any interest accrued thereon to the date of delivery of the Bond paid by the Original Purchaser and amounts deposited in the Revolving Fund. All costs and expenses of constructing the Improvements to be paid from proceeds of the Bond, including costs of issuance of the Bond, shall be paid from time to time as incurred and allowed from the Construction Subaccount in the respective Project Accounts in accordance with the provisions of applicable law, and moneys in such Construction Subaccount shall be used for no other purpose; provided that after all claims and expenses with

respect to the Improvements have been fully paid and satisfied, any moneys remaining in a Construction Subaccount shall be transferred to the Principal Subaccount in the respective Project Accounts and applied to the redemption of the Bond.

3.03 Principal Subaccounts and Interest Subaccounts. Moneys in the Principal Subaccounts and the Interest Subaccounts shall be used only for payment of principal of and interest on the Bond as such payments become due, or to prepay and redeem the Bond. From the proceeds of the Bond, there shall be deposited in the Interest Subaccounts any interest on the Bond accrued thereon to the date of delivery of the Bond paid by the Original Purchaser in proportion to the principal amount of the Bond allocable to each Project. Upon the collection of the installment of principal and interest due on November 30 and May 31 of each year on the special assessments to be levied with respect to the Improvements, the City Finance Director shall credit to the Interest Subaccount in the respective Project Accounts so much of said special assessments as is collected as interest payment, and credit the balance of such assessments to the Principal Subaccount in the respective Project Accounts. Any installment of any special assessment paid prior to its due date with interest accrued thereon to the next succeeding interest payment date shall be credited with respect to principal and interest payments in the same manner as other assessments are credited to the 2011 Sidewalk Sinking Fund. All moneys in the Interest Subaccounts and the Principal Subaccounts shall be used first to pay interest due, and any remaining moneys shall be used to pay the Bond then due and, if moneys are available, to redeem the Bond or principal installments thereof in accordance with Section 2.05; provided that any money transferred to a Principal Subaccount from a Construction Subaccount pursuant to Section 3.02 or any prepaid special assessments shall be applied to redeem the Bond or principal installments thereof to the extent possible on the next interest payment date for which notice of redemption has been properly be given pursuant to Section 2.05. Redemption of principal installments of the Bond shall be in order of the principal installments as provided in Section 2.05, and interest shall be paid from the respective Interest Subaccounts as accrued thereon to the date of redemption, in accordance with the provisions of Section 7-12-4206 of the Act.

3.04 Loans From Revolving Fund. The Council shall annually or more often if necessary issue an order authorizing a loan or advance from the Revolving Fund to each of the Project Accounts in an amount sufficient to make good any deficiency then existing in the Interest Subaccount in the respective Project Accounts, and shall issue an order authorizing a loan or advance from the Revolving Fund to each of the Project Accounts in an amount sufficient to make good any deficiency then existing in the Principal Subaccount of the respective Project Accounts, in such order and in each case to the extent that money is available in the Revolving Fund. Pursuant to Ordinance No. 1096, the City has undertaken and agreed to provide funds for the Revolving Fund by annually levying such tax or making such loan from the general fund of the City, subject to the limitation that no such tax levy or loan may in any year cause the balance in the Revolving Fund to exceed five percent of the principal amount of the City's then outstanding special improvement and sidewalk, curb, gutter and alley approach bonds and warrants secured thereby and the durational limitations specified in the Act. In the event that the balance on hand in the Revolving Fund fifteen days prior to any date when interest is due on special improvement and sidewalk, curb, gutter and alley approach bonds and warrants of the City is not sufficient to make good all deficiencies then existing in the funds for which the City has promised to make loans from the Revolving Fund, the balance on hand in the Revolving Fund shall be allocated to the funds in which such deficiencies then exist in proportion to the

amounts of the deficiencies on the respective dates of receipt of such money, until all interest accrued on such special improvement and sidewalk, curb, gutter and alley approach bonds and warrants of the City has been paid and to the extent of amounts available in the Revolving Fund. On any date when all accrued interest on special improvement and sidewalk, curb, gutter and alley approach bonds and warrants of the City payable from funds for which the City has promised to make loans from the Revolving Fund has been paid, any balance remaining in the Revolving Fund shall be loaned or advanced to the funds for payment and redemption of bonds or warrants to the extent such funds are deficient for such purpose and, if amounts in the Revolving Fund are insufficient therefor, pro rata, in an amount proportionate to the amount of such deficiency.

The City hereby determines, covenants and agrees to levy the property tax described in the immediately preceding paragraph to provide funds for the Revolving Fund so long as any Bond is outstanding to the extent required under the provisions of this Resolution and the Act, even though such property tax levy may, under applicable law or provisions of the home rule charter of the City, require that property tax levies of the City for other purposes be reduced correspondingly.

Section 4. City Covenants. The City covenants and agrees with the holder from time to time of the Bond that until the full principal amount of the Bond and interest thereon is fully paid:

4.01 Compliance with Covenants. The City will hold the 2011 Sidewalk Sinking Fund and the Revolving Fund as trust funds, separate and apart from all of its other funds, and the City, its officers and agents, will comply with all covenants and agreements contained in this Resolution. The covenants hereinabove made with respect to the 2011 Sidewalk Sinking Fund and the Revolving Fund are in accordance with the undertaking and agreement of the City made in connection with the sale of the Bond as set forth in Section 1.01.

4.02 Construction of Improvements. The City will do all acts and things necessary to enforce the provisions of the construction contracts entered into or to be entered into for the Improvements and to ensure the completion of the Improvements in accordance with the plans and specifications therefor and within the time therein provided, and will pay all costs thereof promptly as incurred and allowed, out of the Construction Subaccount in the respective Project Accounts and within the amount of the Bond proceeds appropriated thereto and amounts contributed by the City therefor.

4.03 Assessments. The City will do all acts and things necessary for the final and valid levy of special assessments upon all assessable real property benefited by the Improvements, in accordance with the Constitution and laws of the State of Montana and the Constitution of the United States, in an aggregate principal amount not less than \$350,000 of which \$275,000 shall be assessed against properties benefited by the Miscellaneous Improvements, and \$75,000 shall be assessed against properties as benefited by the Jackson Street Sidewalk Improvements. Such special assessments shall be levied on the basis prescribed in Resolution Nos. 10-18920 and 11-19026, adopted on March 22, 2010 and February 14, 2011, respectively, and shall be payable in equal semiannual installments over a period of twelve (12) years, each installment being due in an amount equal to one twenty-fourth (1/24th) of the principal amount of each assessment with

interest on the whole amount remaining unpaid at an annual rate equal to the sum of: (i) the average annual interest rate then borne by the outstanding principal balance of the Bond, plus (ii) one-half of one percent per annum (0.50%), interest being payable with principal installments. The assessments to be levied will be payable on the 30th day of November in each of the years 2011 through 2022, and on the 31st day of May in the years 2012 through 2023, if not theretofore paid. The first partial payment of each such assessment shall include interest on the entire assessment from August 25, 2011, the date of original registration of the Bond, to January 1, 2012, and each subsequent payment shall include interest for six months on the unpaid balance of such special assessment. All installments of special assessments not paid in full on or before the date due shall become delinquent on that date. The assessments shall constitute a lien upon and against the property against which they are made and levied, which lien may be extinguished only by payment of the assessment with all penalties, cost and interest as provided in Section 7-12-4191 of the Act. No tax deed issued with respect to any lot or parcel of land shall operate as payment of any installment of the assessment thereon which is payable after the execution of such deed, and any tax deed so issued shall convey title subject only to the lien of said future installments, as provided in Montana Code Annotated, Section 15-18-214.

4.04 Re-assess and Re-levy. If at any time and for whatever reason any special assessment or tax herein agreed to be levied is held invalid, the City and this Council, its officers and employees, will take all steps necessary to correct the same and to re-assess and re-levy the same, including the ordering of work, with the same force and effect as if made at the time provided by law, ordinance or resolution relating thereto, and will re-assess and re-levy the same with the same force and effect as an original levy thereof, as authorized in Section 7-12-4186 of the Act. Any special assessment, or re-assessment or re-levy shall, so far as practicable, be levied and collected as it would have been if the first levy had been enforced including the levy and collection of any interest accrued on the first levy.

If proceeds of the Bond, including investment income thereon, are applied to the redemption of the Bond, as provided in Sections 7-12-4205 and 7-12-4206 of the Act, or if refunding bonds are issued and the outstanding principal amount of the Bond is decreased or increased, the City will reduce or increase, respectively, the assessments levied in the respective Project area and then outstanding pro rata by the principal amount of such prepayment or the increment above or below the outstanding principal amount of bonds represented by the refunding bonds. The City and this Council, its officers and employees will re-assess and re-levy such assessments, with the same effect as an original levy, in such reduced or increased amounts in accordance with the provisions of Sections 7-12-4176 through 7-12-4178 of the Act.

4.05 Litigation. There is now no litigation pending or, to the best knowledge of the City, threatened, questioning the validity or regularity of the ordering of the Improvements, any contract for construction of the Improvements or the undertaking and agreement of the City to levy special assessments therefor and to make up any deficiency in the collection of special assessments through the levy of taxes for and the making of advances from the Revolving Fund, or the right and power of the City to issue the Bond, or in any manner questioning the existence of any condition precedent to the exercise of the City's powers in these matters. If any such litigation should be initiated or threatened, the City will forthwith notify in writing the Original Purchaser, and will furnish the Original Purchaser a copy of all documents, including pleadings, in connection with such litigation.

Section 5. Tax Matters.

5.01 Use of Improvements. The Improvements will be owned and operated by the City and available for use by members of the general public on a substantially equal basis. The City shall not enter into any lease, use or other agreement with any non-governmental person relating to the use of the Improvements or security for the payment of the Bonds which might cause the Bonds to be considered “private activity bonds” or “private loan bonds” within the meaning of Section 141 of the Internal Revenue Code of 1986, as amended (the “Code”).

5.02 General Covenant. The City covenants and agrees with the owners from time to time of the Bond that it will not take or permit to be taken by any of its officers, employees or agents any action which would cause the interest on the Bond to become includable in gross income for federal income tax purposes under the Code and applicable Treasury Regulations (the “Regulations”), and covenants to take any and all actions within its powers to ensure that the interest on the Bond will not become includable in gross income for federal income tax purposes under the Code and the Regulations.

5.03 Arbitrage Certification. The Mayor, the City Finance Director and the City Clerk, being the officers of the City charged with the responsibility for issuing the Bond pursuant to this Resolution, are authorized and directed to execute and deliver to the Original Purchaser a certificate in accordance with the provisions of Section 148 of the Code, and Section 1.148-2(b) of the Regulations, stating that on the basis of facts, estimates and circumstances in existence on the date of issue and delivery of the Bond, it is reasonably expected that the proceeds of the Bond will be used in a manner that would not cause the Bond to be an “arbitrage bond” within the meaning of Section 148 of the Code and the Regulations.

5.04 Arbitrage Rebate. The City acknowledges that the Bond is subject to the rebate requirements of Section 148(f) of the Code. The City covenants and agrees to retain such records, make such determinations, file such reports and documents and pay such amounts at such times as are required under said Section 148(f) and applicable Treasury Regulations to preserve the exclusion of interest on the Bond from gross income for federal income tax purposes, unless the Bond qualifies for the exception from the rebate requirement under Section 148(f)(4)(B) of the Code and no “gross proceeds” of the Bond (other than amounts constituting a “bona fide debt service fund”) arise during or after the expenditure of the original proceeds thereof. In furtherance of the foregoing, the Mayor, the City Finance Director and the City Clerk are hereby authorized and directed to execute a Rebate Certificate, substantially in the form to be prepared by Bond Counsel, and the City hereby covenants and agrees to observe and perform the covenants and agreements contained therein, unless amended or terminated in accordance with the provisions thereof.

5.05 Information Reporting. The City shall file with the Secretary of the Treasury, not later than November 15, 2011, a statement concerning the Bond containing the information required by Section 149(e) of the Code.

Section 6. Authentication of Transcript. The officers of the City are hereby authorized and directed to furnish to the Original Purchaser and to the attorneys approving the legality of the Bond certified copies of all proceedings relating to the issuance of the Bond and

such other certificates and affidavits as may be required to show the right, power and authority of the City to issue the Bond, and all statements contained in and shown by such instruments, including any heretofore furnished, shall constitute representations of the City as to the statements contained therein.

Section 7. Defeasance.

7.01 General. When the liability of the City on the Bond issued under and secured by this Resolution has been discharged as provided in this Section 7, all pledges, covenants and other rights granted by this Resolution to the owners of the Bond shall cease.

7.02 Payment. The City may discharge its liability with reference to any Bond, principal installment thereof or installment of interest thereon which is due on any date by depositing with the Registrar on or before that date a sum sufficient and providing proceeds available for the payment thereof in full; or if any Bond or installment of interest thereon shall not be paid when due, the City may nevertheless discharge its liability with reference thereto by depositing with the Registrar a sum sufficient and providing proceeds available for the payment thereof in full with interest accrued to the date of such deposit.

7.03 Redemption. The City may also discharge its liability with respect to any principal installment of the Bond which is called for redemption in accordance with its terms by depositing with the Registrar on or before that date an amount equal to the principal and interest which are then due thereon; provided that notice of such redemption has been duly given as provided in this Resolution.

7.04 Defeasance by Escrow. The City may also at any time discharge its liability in its entirety with reference to the Bond, subject to the provisions of law now or hereafter authorizing and regulating such action, by depositing irrevocably in escrow, with a bank qualified by law as an escrow agent for this purpose, cash or securities which are authorized by law to be so deposited, bearing interest payable at such times and at such rates and maturing on such dates as shall be required, without reinvestment, to provide funds sufficient to pay all principal and interest to become due on all Bonds on or before maturity or, if any Bond has been duly called for redemption or provision irrevocably made therefor, on or before the designated redemption date.

7.05 Irrevocable Deposits. If an officer of the City is the Registrar, any deposit made under this Section 7 with the Registrar shall be irrevocable and held for the benefit of the owners of the Bond in respect of which such deposits have been made.

Section 8. Repeals and Effective Date.

8.01 Repeal. All provisions of other resolutions and other actions and proceedings of the City and this Council that are in any way inconsistent with the terms and provisions of this Resolution are repealed, amended and rescinded to the full extent necessary to give full force and effect to the provisions of this Resolution.

8.02 Effective Date. This resolution shall take effect immediately upon its passage and adoption by this Council.

PASSED by the City Council of the City of Billings, Montana, this 8th day of August, 2011.

Mayor

Attest:

City Clerk

(SEAL)

EXHIBIT A

THE IMPROVEMENTS

General Description

The Bond is being issued to pay a portion of the costs of engineering, reconstructing and installing certain local improvements to benefit certain properties in the City described below consisting of various sidewalk, curb, gutter and alley approach improvements all as a part of the W.O. 09-02, Miscellaneous/Developer-Related Improvements (the “Miscellaneous Improvements”), and the W.O. 05-13 Jackson Street Sidewalks Phase II Improvements (the “Jackson Street Sidewalks Improvements”) (together, the “Improvements”) as shown below.

Miscellaneous Improvements

The Improvements described below constituting the Miscellaneous Improvements will be constructed adjacent to the properties shown under each category of Improvements.

1) Sidewalk:

1828 Alderson Avenue * 1236 North 31st Street * 617 Nelson Drive * 2022 13th St W * 3624 Flagstone (Dev. Rel.) * 1315 2nd Street West * 2130 Poly Drive (Dev. Rel.) * 2521 8th Avenue North (Dev. Rel.) * 5859 Ironwood Drive (Dev. Rel.) * 5835 Ironwood Drive (Dev. Rel.) * 1012 & 1014 North 23rd Street * 2189 Pheasant Drive * 2159 Pueblo Drive (Dev. Rel.) * 2901 Thousand Oaks * 623 Cook Avenue * 1931 Gleneagles Drive * 3115 9th Avenue South * 546 Custer Avenue * Various Olympic Park Walkways Behind 3648 Gladiator Circle * 617 Nelson Drive * 1803 Avenue D * 3414 5th Avenue South * 1201 Burlington Avenue * 702 Howard Avenue * 2159 Pueblo Drive *

2) Curb & Gutter:

542 Tabriz Drive * 621 Nelson Drive * 522, 514 506 Howard Avenue *

3) Driveway Apron:

5246 Sacagawea Drive * 3733 Poly Drive (Dev. Rel.) * 2039 Broadwater Avenue (Dev. Rel.) * 1046 Calico Drive * 3004 Marguerite Blvd * 3210 Durland Drive * 2071 Rosebud Dr * 2602 Yellowstone Avenue * 2008 and 2014 Colton Blvd * 1035 Alderson Avenue *

4) Sidewalk, Curb & Gutter:

East side of North 22nd Street from 1st Avenue North to 2nd Avenue North * 514 Houle Street * South side of Montana Avenue between North 26th Street and North 24th Street * North side of Monad Road between Berthoud Drive and 24th Street West * 1913 Avenue D * 142 Clark Avenue (Dev. Rel.) * 206 Clark Avenue * 2535 Broadwater Avenue (Dev. Rel.) * 4128 Corbin Drive * 2700 Grand Avenue (Dev. Rel.) * 2505 46th St W * 2202 Pine Street * 2514 Ridgewood Lane * 2604 Ridgewood Lane * 4408 Murphy Avenue * 1842 Avenue C * 2110 Custer Avenue *

5) ADA Compliant W/C Ramps:

Northeast corner of Broadway Avenue & 15th Street West * Northwest corner of Broadwater Avenue and 14th Street W * 2203 & 2303 1st Avenue South * 1521 S 32nd Street West (2) (Dev. Rel.) * 150 31st Street West (Dev. Rel.) * 2690 King Avenue West (Dev. Rel.) * 704 North 25th Street * 2202 Pine Street * 3115 9th Avenue South * 1802 Avenue F *

6) Sidewalk, Curb and Gutter, Driveway Aprons:

1021 Alderson Avenue * 1501 Avenue D * 3635 Montana Avenue (Dev. Rel.) * 2702 4th Avenue North * 749 Mattson Drive (Dev. Rel.) * 1826 Grand Avenue (Dev. Rel.) * 2425 Central Avenue (Dev. Rel.) * 3130 Reimars Park Dr. (Dev. Rel.) * 431 Rimrock Road * 703 Parkhill Drive * 1808 & 1807 Avenue D * 2910 Reimers Park Drive (Dev. Rel.) * 141 Glenhaven Drive * 149 Glenhaven Drive * 2609 Cook Avenue * 218 & 224 North 23rd Street * 2416 & 2428 11th Street West * 6149 Masters Blvd * North side of Avenue F between 16th Street West and 17th Street West * 27 North 27th Street * East side of South 37th Street from 1st Avenue South to 2nd Ave South * East side of South 30th Street between 4th Avenue South & 5th Avenue South * Both sides of Parkhill Drive between Virginia Lane and 6th Street West * 1802 Avenue F * 2007 Grand Avenue * 2143 Beloit Drive *

7) Alley Aprons:

North side of Miles Avenue, between 19th Street West and Glee Place * West side of 15th Street West between Avenue D and Avenue E * West side of 14th Street West between Grand Avenue and Avenue B * 2143 Beloit Drive * 226 Nantucket Court (Dev. Rel.) * East side of Santa Fe Drive between El Dorado Drive and Fair Park Drive * North side of Fair Park Drive between Ardmore Drive and Pecos Place * West side of 7th Street West between Parkhill Drive and Beverly Hills Blvd *

8) Curb & Gutter, Sidewalk, Alley Aprons, Drive Aprons:

West side of 17th Street West between Colton Blvd and Poly Drive *

9) Sidewalk, Curb & Gutter, Alley Aprons:

South side of 6th Avenue South and north side of 7th Avenue South, between South 36th Street to South 37th Street *

Jackson Street Sidewalk Improvements

The Improvements described below constituting the Miscellaneous Improvements will be constructed adjacent to the properties shown under each category of Improvements.

1) Sidewalk, Curb & Gutter, Drive Approaches, Storm Drain and Street Restoration:

West side of Jackson Street from Francis Avenue to the alley South of Ryan Avenue *

EXHIBIT B

[Form of the Bond]

UNITED STATES OF AMERICA
STATE OF MONTANA
YELLOWSTONE COUNTY

CITY OF BILLINGS

POOLED SPECIAL SIDEWALK, CURB, GUTTER AND
ALLEY APPROACH BOND, SERIES 2011

No. R-1

\$350,000.00

REGISTERED OWNER: ROYAL C. JOHNSON

PRINCIPAL AMOUNT: THREE HUNDRED FIFTY THOUSAND DOLLARS AND
NO/100

FOR VALUE RECEIVED, the City of Billings, Montana (the “City”), will pay to the registered owner identified above, or registered assigns, the principal amount specified above, solely from the revenues hereinafter specified, as authorized by Resolution No. _____, adopted on August 8, 2011 (the “Bond Resolution”), all subject to the provisions hereinafter described relating to the redemption of this Bond before maturity. This Bond bears interest on the unpaid principal balance hereof at the rate of 5.00% per annum from August 25, 2011, the date of original issue, or from such later date to which interest hereon has been paid or duly provided for, until July 1, 2023 or an earlier date on which all unpaid principal installments hereof shall have been duly called for redemption by the City Finance Director. Principal and interest on this Bond are payable semiannually on each January 1 and July 1, commencing on January 1, 2012, in the amounts shown on the Exhibit C to the Bond Resolution, to the owner of record of this Bond appearing as such on the bond register as of the close of business on the fifteenth day (whether or not a business day) of the immediately preceding month. Principal and interest are payable by wire transfer in immediately available funds to such account as the owner of record of this Bond shall direct or otherwise by check or draft drawn on the Registrar to owner of record of this Bond as of the close of business on the fifteenth day (whether or not a business day) of the immediately preceding month. The principal of and interest on this Bond are payable in lawful money of the United States of America. Interest on this Bond shall be calculated on the basis of a year of 360 days composed of twelve 30-day months. The City’s Finance Director shall serve as Registrar for this Bond.

This Bond is issued pursuant to and in full conformity with the Constitution and laws of the State of Montana, including Montana Code Annotated, Title 7, Chapter 14, Part 41 and Title 7, Chapter 12, Parts 41 and 42, as amended (the “Act”), and ordinances and resolutions duly adopted by the governing body of the City, including the Bond Resolution, to finance costs of the construction of sidewalk, curb, gutter and alley approach improvements in the City (the “Improvements”), to fund a deposit to the Special Improvement Revolving Fund (the “Revolving Fund”) and to pay costs of issuance of this Bond.

This Bond is payable from the collection of a special tax or assessment levied upon all assessable real property benefited by the Improvements, in an aggregate principal amount not less than \$350,000, except as such amounts may be reduced or increased in accordance with provisions of Montana law. Such assessments constitute a lien against the property against which they are made and levied and are to be deposited into the 2011 Special Sidewalk, Curb, Gutter and Alley Approach Sinking Fund of the City (the "2011 Sidewalk Sinking Fund"). This Bond is not a general obligation of the City.

The City has validly established the Revolving Fund to secure the payment of certain of its special improvement and sidewalk, curb, gutter and alley approach bonds and warrants, including this Bond. The City has also agreed, to the extent permitted by the Act, to issue orders annually, or more often if necessary, authorizing loans or advances from the Revolving Fund to the 2011 Sidewalk Sinking Fund in amounts sufficient to make good any deficiency in the 2011 Sidewalk Sinking Fund to pay principal of or interest on this Bond, to the extent that funds are available in the Revolving Fund, and to provide funds for the Revolving Fund by annually making a tax levy or loan from its general fund in an amount sufficient for that purpose, subject to the limitation that no such tax levy or loan may in any year cause the balance in the Revolving Fund to exceed five percent of the principal amount of the City's then outstanding special improvement and sidewalk, curb, gutter and alley approach bonds and warrants secured thereby and the durational limitations specified in the Act. While any property tax levy to be made by the City to provide funds for the Revolving Fund is subject to levy limits under current law, the City has agreed in the Bond Resolution to levy property taxes to provide funds for the Revolving Fund to the extent described in this paragraph and, if necessary, to reduce other property tax levies correspondingly to meet applicable levy limits.

The principal installments of this Bond are subject to mandatory redemption in order of principal installments on any interest payment date if, after paying all principal and interest then due on this Bond, there are monies available in or to the credit of the 2011 Sidewalk Sinking Fund, either from the prepayment of assessments or from the transfer of surplus monies from the Construction Subaccounts to the Principal Subaccounts or otherwise, for the redemption thereof, and in the manner provided for the redemption of the same. In addition, the principal installments of this Bond are subject to redemption at the option of the City from other sources of funds available therefor on any interest payment date. The redemption price is equal to the amount of the principal installment or installments of this Bond to be redeemed plus interest accrued thereon to the date of redemption, without premium. The date of redemption and principal installments of this Bond to be redeemed shall be fixed by the City Finance Director, who shall give notice by first class mail, postage prepaid, to the owner or owners of this Bond at their addresses shown on the bond register, of the numbers of the principal installments to be redeemed and the date on which payment will be made, which date shall not be less than ten days after the date of mailing of notice. On the date so fixed interest on the principal installments of this Bond so redeemed shall cease to accrue. Upon partial redemption of this Bond, a new Bond or Bonds will be delivered to the registered owner without charge, representing the remaining principal amount outstanding.

As provided in the Bond Resolution, and subject to certain limitations set forth therein, this Bond is transferable upon the books of the City at the principal office of the Registrar, by the registered owner hereof in person or by his attorney duly authorized in writing upon surrender

hereof together with a written instrument of transfer satisfactory to the Registrar, duly executed by the registered owner or his attorney; and may also be surrendered in exchange for Bonds of other authorized denominations. Upon such transfer or exchange, the City will cause a new Bond or Bonds to be issued in the name of the transferee or registered owner, of the same aggregate principal amount, bearing interest at the same rate and maturing on the same date, subject to reimbursement for any tax, fee or governmental charge required to be paid with respect to such transfer or exchange.

The City and the Registrar may deem and treat the person in whose name this Bond is registered as the absolute owner hereof, whether this Bond is overdue or not, for the purpose of receiving payment and for all other purposes, and neither the City nor the Registrar shall be affected by any notice to the contrary.

IT IS HEREBY CERTIFIED, RECITED, COVENANTED AND AGREED that all things required to be done precedent to the issuance of this Bond have been properly done, happened and been performed in the manner prescribed by the laws of the State of Montana and the resolutions and ordinances of the City of Billings, Montana, relating to the issuance hereof.

This Bond shall not be valid or become obligatory for any purpose or be entitled to any security or benefit under the Bond Resolution until the Certificate of Authentication hereon shall have been executed by the Registrar by the manual signature of one of its authorized representatives.

IN WITNESS WHEREOF, the City of Billings, Montana, by its City Council, has caused this Bond and the certificate on the reverse hereof to be executed by the facsimile signatures of the Mayor, the City Finance Director and the City Clerk, and by a printed facsimile of the official seal of the City.

CITY OF BILLINGS, MONTANA

(Facsimile Signature)
MAYOR

(Facsimile Seal)

(Facsimile Signature)
CITY FINANCE DIRECTOR

(Facsimile Signature)
CITY CLERK

Date:

CERTIFICATE OF AUTHENTICATION

This Bond is delivered pursuant to the Bond Resolution mentioned herein.

CITY OF BILLINGS, MONTANA,
as Registrar

By _____
Finance Director

The following abbreviations, when used in the inscription on the face of this Bond, shall be construed as though they were written out in full according to applicable laws or regulations:

TEN COM –	as tenants in common	UTMA.....Custodian (Cust) (Minor)
TEN ENT –	as tenants by the entireties	
JT TEN –	as joint tenants with right of survivorship and not as tenants in common	under Uniform Transfers to Minors Act (State)

Additional abbreviations may also be used.

ASSIGNMENT

FOR VALUE RECEIVED, the undersigned hereby sells, assigns and transfers unto _____ the within Bond and all rights and title thereunder, and hereby irrevocably constitutes and appoints _____ as attorney to transfer the within Bond on the books kept for registration thereof, with full power of substitution in the premises.

Dated:

PLEASE INSERT SOCIAL SECURITY
OR OTHER IDENTIFYING NUMBER
OF ASSIGNEE:

/ _____ /

NOTICE: The signature to this assignment must correspond with the name as it appears upon the face of the within Bond in every particular, without alteration, enlargement or any change whatsoever.

SIGNATURE GUARANTEED

Signature(s) must be guaranteed by an “eligible guarantor institution” meeting the requirements of the Registrar, which requirements include membership or participation in STAMP or such other “signature guaranty program” as may be determined by the Registrar in addition to or in substitution for STAMP, all in accordance with the Securities Exchange Act of 1934, as amended.

EXHIBIT C

Debt Service Schedule City of Billings Pooled Sidewalk Bonds 2011

Dated: 8/25/2011
Delivered: 8/25/2011

<i>Fiscal Yr</i>	<i>Coupon Date</i>	<i>Principal Payment</i>	<i>Coupon Rate</i>	<i>Interest Payment</i>	<i>Periodic Debt Service</i>	<i>Fiscal Debt Service</i>	<i>Outstanding Debt</i>
2012	1/1/2012	10,000.00	5.000	6,125.00	16,125.00	16,125.00	340,000.00
2013	7/1/2012	10,000.00	5.000	8,500.00	18,500.00	-	330,000.00
	1/1/2013	15,000.00	5.000	8,250.00	23,250.00	41,750.00	315,000.00
2014	7/1/2013	15,000.00	5.000	7,875.00	22,875.00	-	300,000.00
	1/1/2014	15,000.00	5.000	7,500.00	22,500.00	45,375.00	285,000.00
2015	7/1/2014	15,000.00	5.000	7,125.00	22,125.00	-	270,000.00
	1/1/2015	15,000.00	5.000	6,750.00	21,750.00	43,875.00	255,000.00
2016	7/1/2015	15,000.00	5.000	6,375.00	21,375.00	-	240,000.00
	1/1/2016	15,000.00	5.000	6,000.00	21,000.00	42,375.00	225,000.00
2017	7/1/2016	15,000.00	5.000	5,625.00	20,625.00	-	210,000.00
	1/1/2017	15,000.00	5.000	5,250.00	20,250.00	40,875.00	195,000.00
2018	7/1/2017	15,000.00	5.000	4,875.00	19,875.00	-	180,000.00
	1/1/2018	15,000.00	5.000	4,500.00	19,500.00	39,375.00	165,000.00
2019	7/1/2018	15,000.00	5.000	4,125.00	19,125.00	-	150,000.00
	1/1/2019	15,000.00	5.000	3,750.00	18,750.00	37,875.00	135,000.00
2020	7/1/2019	15,000.00	5.000	3,375.00	18,375.00	-	120,000.00
	1/1/2020	15,000.00	5.000	3,000.00	18,000.00	36,375.00	105,000.00
2021	7/1/2020	15,000.00	5.000	2,625.00	17,625.00	-	90,000.00
	1/1/2021	15,000.00	5.000	2,250.00	17,250.00	34,875.00	75,000.00
2022	7/1/2021	15,000.00	5.000	1,875.00	16,875.00	-	60,000.00
	1/1/2022	15,000.00	5.000	1,500.00	16,500.00	33,375.00	45,000.00
2023	7/1/2022	15,000.00	5.000	1,125.00	16,125.00	-	30,000.00
	1/1/2023	15,000.00	5.000	750.00	15,750.00	31,875.00	15,000.00
2024	7/1/2023	15,000.00	5.000	375.00	15,375.00	15,375.00	
		350,000.00		109,500.00	459,500.00		

Regular City Council Meeting

Meeting Date: 08/08/2011

TITLE: 1st Reading Ordinance Naming the Empire Parking Garage as an Expanded N. 27th Street Urban Renewal Area Project

PRESENTED BY: Bruce McCandless, Asst. City Administrator

Department: City Hall Administration

PROBLEM/ISSUE STATEMENT

The City Council created the Expanded N. 27th Street Urban Renewal Area in 2005. The Urban Renewal Plan indicated that public parking would be needed to promote revitalization and that tax increment finance (TIF) would be used to finance projects in part or in whole. Earlier this year the Council agreed to purchase property on Montana Avenue for constructing a new parking garage and approved a development agreement for the redeveloped Northern Hotel. In order to use tax increment finance bonds for the garage and annual increment for the development agreement, the City's bond counsel advises that the projects be specifically named as urban renewal projects. The City Council is being asked to adopt an ordinance that has the effect of amending the urban renewal plan to include these projects and financing plan. The Council conducted a public hearing on the ordinance on June 27 and continued the hearing and action until July 11. Council conducted and closed the public hearing on July 11 but postponed action until August 8 because there was uncertainty about the amount of tax increment that the City will receive and how that will impact the project financing. That uncertainty has been resolved and the City will receive most of the predicted tax increment. Staff is requesting that the Council consider adopting the ordinance on first reading.

ALTERNATIVES ANALYZED

The City Council may:

- Approve the ordinance naming the Empire Parking Garage and Northern Hotel development agreement as Expanded N. 27th Street Urban Renewal Area projects and authorizing tax increment financing, or
- Not approve the ordinance. If the ordinance is not approved, bond counsel may refuse to give an unqualified opinion on the authority for and taxability of bonds issued for the garage. That will make bonds almost impossible to sell.

FINANCIAL IMPACT

There is no direct financial impact from adopting the ordinance. However, if the garage project proceeds, the City may issue \$10 million - \$15 million of tax increment bonds. Regardless of the garage bonding, the Northern Hotel development agreement remains in effect and may cost the district up to \$2.2 million over a period of years.

RECOMMENDATION

Staff recommends that the City Council adopt the ordinance on first reading.

APPROVED BY CITY ADMINISTRATOR

Attachments

Empire Garage Ordinance

ORDINANCE NO. _____

ORDINANCE APPROVING THE EMPIRE PARKING GARAGE AND NORTHERN HOTEL PROJECT AS URBAN RENEWAL PROJECTS IN THE EXPANDED NORTH 27TH STREET URBAN RENEWAL AREA - 2008; AUTHORIZING THE FINANCING THEREOF WITH TAX INCREMENT REVENUES; AND DETERMINING THAT THE DISPOSITION OF PARKING SPACES AND RETAIL SPACES AS SET FORTH IN CERTAIN REAL ESTATE DOCUMENTS IS REASONABLE AND FAIR WITHIN THE MEANING OF MONTANA CODE ANNOTATED, SECTION 7-15-4263

BE IT ORDAINED by the City Council (the "Council") of the City of Billings, Montana (the "City"), as follows:

Section 1. Recitals.

1.01. On July 11, 2005, the City Council adopted Ordinance No. 05-5333, which created the North 27th Street District Urban Renewal Area as an urban renewal district and approved the North 27 Street Urban Renewal Plan (the "North 27th Street Plan") containing a tax increment financing provision. On November 13, 2006 and December 8, 2008, the City Council adopted Ordinance Nos. 06-5394 and 08-5483, respectively, which expanded the boundaries of the North 27th Street Urban Renewal Area and amended the North 27th Street Plan to create the Expanded North 27th Street Urban Renewal Area – 2008 (the "District").

1.02. In adopting the North 27th Street Plan, the City noted the need for additional public parking in the District, and the North 27th Street Plan contemplates the development of additional parking in the District. The North 27th Street Plan determined it necessary to use tax increment financing to encourage private reinvestment within the District, and provided for the segregation of the tax increment; and the North 27th Street Plan further contemplates the use of tax increment received in the District to finance the costs of development projects approved by the Council, including issuing bonds secured by the tax increment, as a way of encouraging private investment, and development and redevelopment in the District.

1.03. The Council on June 27, 2011, conducted a public hearing on a proposal to undertake urban renewal projects in the District, to finance the costs thereof with tax increment revenues and to provide for the sale of parking spaces and retail space to certain private persons, all as authorized by Montana Code Annotated, Title 7, Chapter 15, Parts 42 and 43, as amended (the "Act").

1.04. Pursuant to the Act and the procedures contained in the North 27th Street Plan, and Resolution No. [___], adopted June 13, 2011, the City has set forth its intention to use tax increment in an amount sufficient to finance all or a portion of certain urban renewal projects and has undertaken to designate and approve the following urban renewal projects (the "Projects"):

(a) Empire Parking Garage. The Downtown Billings Partnership has proposed that the City build a 505-car parking garage and 18,000-square-foot retail space

on the corner of North 27th Street and Montana Avenue (the “Empire Parking Garage”). The Empire Parking Garage is proposed to be built on the site of the Northern Hotel’s current parking structure, the Windsor Court office building, and the parking lot that was once the site of the Empire Bar. It is necessary for the City to acquire such property from the respective owners. The total estimated costs of designing, acquiring land for, and the construction of the Empire Parking Garage is \$21,000,000. To pay a portion of the costs of Empire Parking Garage, the City proposes to issue tax increment revenue bonds in the estimated amount of \$15,000,000 (the “Bonds”). Costs of the Empire Parking Garage in excess of the proceeds of the Bonds will be paid from tax increment funds on hand, City parking funds, proceeds from the sale of the Park IV Parking Garage, if any, and proceeds from the sale of parking spaces and the retail space in the Empire Parking Garage to the Sellers (as hereinafter defined). The Bonds proposed to be issued would be payable from the tax increment revenue generated in the District.

(b) Northern Hotel Project. Zootist Hospitality, LLC, a Montana limited liability company, owns and plans to rehabilitate and redevelop the Northern Hotel in the District and has requested that the City reimburse it for the costs of certain qualified improvements from tax increment of the District (the “Northern Hotel Project”). It is proposed that the City will reimburse Zootist Hospitality, LLC from tax increment revenues in the District, on a subordinate lien basis and on other terms and conditions set forth in the Development Agreement (as hereinafter defined), the costs of the following improvements to the Northern Hotel Project (collectively, the “Qualified Improvements”).

- new sewer and storm sewer connections,
- new water service;
- irrigation improvements on streetscape;
- sidewalk demolition;
- asbestos demolition and abatement;
- general demolition of dilapidated/outdated structures;
- new energy efficient windows;
- repair of exterior masonry;
- landscaping and site work;
- upgrade and replace exterior doors;
- hoisting services – equipment rental; and
- concrete work and rebar - exterior.

The estimated cost of the Qualified Improvements is \$2,180,827. The City's obligation to reimburse Zootist Hospitality, LLC shall be dependent upon completion of the Northern Hotel Project and completion of the Qualified Improvements and is limited to the actual costs of the Qualified Improvements, not to exceed \$2,180,827 or the Maximum Reimbursement Amount. The Maximum Reimbursement Amount is calculated based on 33% of the difference between \$2,110,130 (the 2010 assessed value of the Northern Hotel located in Billings Original Townsite 613, Block 109, Lots 8-12) and the assessed value of the same property including improvements thereon in the first full tax year following completion of the Northern Hotel Project.

1.05. The Council approved and the City has entered the following agreements (collectively, the "Real Estate Documents") with respect to the Projects:

(a) Real Estate Purchase Agreement dated as of May 4, 2011 with Alley Cat Investments, LLC ("Alley Cat") pursuant to which the City agreed to purchase seven of the lots necessary for the construction of the Empire Parking Garage at a purchase price of \$1,635,000 (the "Alley Cat Purchase Agreement").

(b) Sale and Purchase Agreement dated as of May 31, 2011 with Zootist Garage, LLC pursuant to which the City agreed to purchase the five other lots necessary for the construction of the Empire Parking Garage at a purchase price of \$810,000 (the "Zootist Purchase Agreement"). The current Northern Hotel parking garage is located on such property.

(c) Development Agreement dated as of May 31, 2011 with Zootist Hotel, LLC (the "Development Agreement") pursuant to which the City agreed to reimburse Zootist Hotel, LLC from tax increment revenues of the District for the costs of the Qualified Improvements.

(d) Lease Agreement dated as of May 4, 2011 with Alley Cat (the "Alley Cat Lease") to lease back to Alley Cat for \$1.00 a portion of the property acquired from it for continued use as a parking lot until the City is ready to commence construction of the Empire Parking Garage.

(e) Lease Agreement dated as of May 31, 2011 with Zootist Hospitality, LLC (the "Zootist Lease"), pursuant to which the City leases back to Zootist Hospitality, LLC for \$1.00 the current Northern Hotel parking garage until the City is ready to commence construction of the Empire Parking Garage.

(f) Empire Garage Option Agreement, dated May 4, 2011 (the "Alley Cat Option Agreement") pursuant to which the City has granted Alley Cat an irrevocable option and right of first refusal to purchase first floor retail space in the Empire Parking Garage for fair market value and a right to purchase a minimum of 25 first floor ground level parking spaces in the Empire Parking Garage as replacement parking for a purchase price of \$4,331.55 per space. Pursuant to the Alley Cat Option Agreement, the City also granted Alley Cat a right to repurchase the property sold to the City pursuant to Alley Cat Purchase Agreement if the City terminates its plan to build the Empire Parking Garage.

(g) Empire Garage Option Agreement, dated May 31, 2011 (the “Zootist Option Agreement”), with Zootist Garage, LLC and Zootist Hospitality, LLC (collectively, “Zootist”) pursuant to which the City granted Zootist an irrevocable option and right of first refusal to purchase first floor retail space in the Empire Parking Garage for fair market value and the right to purchase 187 contiguous parking spaces in the Empire Parking Garage chosen by Zootist as replacement parking for a purchase price of \$4,331.55 per space, which equals the purchase price for the property sold to the City pursuant to the Zootist Purchase Agreement. Pursuant to the Zootist Option Agreement, the City also agreed to provide Zootist with alternative parking for up to 100 construction workers renovating and rehabilitating the Northern Hotel, granted Zootist a right to approve the design plans for the Empire Parking Garage and granted Zootist a right to repurchase the property sold to the City pursuant to the Zootist Purchase Agreement if the City terminates its plan to build the Empire Parking Garage. If at the time of terminating its plan to build the Empire Parking Garage the City has demolished any part of the current Northern Hotel parking garage, the City will be obligated to compensate Zootist for any amounts necessary to complete the demolition and rebuild 187 parking spaces.

1.06. Pursuant to Resolution No. [___], a public hearing was duly noticed and held on June 27, 2011, at which all persons wishing to speak were given the opportunity to address the Council with respect to approval of the Projects as urban renewal projects, to finance the costs thereof with tax increment revenues and to provide for the sale of parking spaces and retail space in the Empire Parking Garage to the Sellers.

Section 2. Findings. The Council hereby finds, with respect to each of the Projects described in Section 1.04, as follows:

(a) a workable and feasible plan exists for making available adequate housing for any persons who may be displaced by the Projects;

(b) the Plan and the Projects conform to the comprehensive plan or parts thereof for the City as a whole;

(c) the Plan and the Projects will afford maximum opportunity, consistent with the needs of the City as a whole, for the rehabilitation or redevelopment of the District by private enterprise;

(d) based on the findings and recommendations of Springsted, Inc., the City’s financial advisor, using estimated annual tax increment receipts of \$1,900,000 per year from the District, the City can issue and pay annual debt service on approximately \$15,000,000 of Bonds. The proceeds of the Bonds and the other funds identified in Section 1.04 hereof will be adequate to cover the costs of the Empire Parking Garage. Thus, there is a workable plan of financing for the Empire Parking Garage based on construction estimates as of the date of this Ordinance;

(e) based on tax increment receipts of \$1,900,000 a year, the City estimates there will be adequate tax increment revenue remaining each year after the payment of the estimated annual debt service on the Bonds to reimburse Zootist Hospitality, LLC for the Qualified Improvements in accordance with the provisions of the Development Agreement. Thus there is a

workable plan of financing for the Northern Hotel Project, based on construction estimates as of the date of this Ordinance; and

(f) each of the Projects constitutes an urban renewal project within the meaning of the Act and the Plan.

Section 3. Approval of Projects and Financing.

3.01. The Projects are hereby approved as urban renewal projects.

3.02. The Council approves the use of tax increment revenues to finance a portion of the Empire Parking Garage and sets forth its intention to issue Bonds in the estimated principal amount of \$15,000,000.

3.03. The Council approves the use of tax increment revenues to reimburse the costs of the Qualified Improvements in connection with the Northern Hotel pursuant to the Development Agreement.

Section 4. Procedure for Disposition of Tax Increment Financed Property. The disposition of parking spaces and retail spaces as set forth in the certain real estate documents as set forth in Section 1.05 hereof is reasonable and fair within the meaning of Montana Code Annotated, Section 7-15-4263.

Section 5. Effective Date. This Ordinance shall take effect from and after 30 days of its passage by the City Council and approval by the Mayor.

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PASSED AND APPROVED by the City Council of the City of Billings, Montana, on the second reading this 11th day of July, 2011.

Mayor

Attest: _____
City Clerk

[Signature page to Ordinance Approving
the Empire Parking Garage and Northern Hotel Project as Urban Renewal Projects]