

# CITY OF BILLINGS

## CITY OF BILLINGS VISION STATEMENT:

**“THE MAGIC CITY: A DIVERSE, WELCOMING COMMUNITY WHERE PEOPLE PROSPER AND BUSINESS SUCCEEDS.”**

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### AGENDA

**COUNCIL CHAMBERS**

**October 15, 2019 (Tuesday)**

**5:30 P.M.**

**CALL TO ORDER:** Mayor Cole

**PLEDGE OF ALLEGIANCE:** Mayor Cole

**INVOCATION:** Mayor Cole

**ROLL CALL:** Councilmembers present on roll call were:  Cromley,  Yakawich,  Neese,  Ewalt,  Joy,  Friedel,  Gibbs,  Ronning,  Clark,  Brown

### MINUTES:

- September 9, 2019
- September 23, 2019

### COURTESIES:

### PROCLAMATIONS:

### COUNCIL REPORTS:

### ADMINISTRATOR REPORTS - CHRIS KUKULSKI

**PUBLIC COMMENT on “NON-PUBLIC HEARING” Agenda Items: 1, 2, 3, 4 and 5. Speaker sign-in required.** (Comments are limited to three (3) minutes. Please sign the roster at the cart located at the back of the Council chambers or at the podium. Comments 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. **Snow Hauling.** (Opened 10/1/19) Recommend First Mark Construction; \$137.50 per hour.
    2. **Medium Duty Conventional Cab Trash Truck.** (Opened 8/27/19) Recommend Motor Power; \$132,033.
    3. **W.O. 19-08: North 24th Street and 8th Avenue North Street Storm Drain Replacement Project.** (Opened 10/1/19) Recommend Springline Construction, Inc.; \$279,614.75.
    4. **One New Current Model Forklift.** (Opened 10/15/19) Recommend delay of award until October 28, 2019.
    5. **W.O. 19-01: Schedule 1, 1st Avenue North Water Main Replacement.** (Opened 10/15/19) Recommend delay of award until October 28, 2019.
  - B. **Amendment No. 2, Automobile Parking Concession Agreement, SP Plus;** total annual revenues \$2,400,000 to \$2,500,000.
  - C. **Young Professional Group (YPG) Action Grant** from the HDR Foundation for Billings Parks, Recreation and Public Lands Department for the purchase of fruit bearing trees and related materials for expansion of the Parkland Gleaning Project; \$4,950.98.
  - D. **Second/Final Reading Ordinance** amending the Advisory Boards and Commissions Membership Qualifications.
  - E. **Final Plat** of Founders Park Subdivision.
  - F. **Bills for the weeks of:**
    1. September 3, 2019
    2. September 9, 2019
    3. September 16, 2019

## **SPECIAL PRESENTATION:**

2. **Mayor's Challenge/Suicide Prevention - Dr. Claire Oakley, Guest Speaker**

## **REGULAR AGENDA:**

3. **RESOLUTION** adopting the Yellowstone County Emergency Operations Plan. Staff recommends approval. (Action: approval or disapproval of staff recommendation.)
4. **RESOLUTION** declaring an emergency and granting the City Administrator signing authority to stabilize the slope, remove rocks and repair Laredo Place. Staff recommends approval. (Action: approval or disapproval of staff recommendation.)
5. **LAND PURCHASE** from JTL Group of 300.84 acres located south of Hesper Road for the construction of the West End Water Treatment Plant and Reservoir. 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 are limited to 3 minutes. Please sign the roster at the cart located at the back of the Council chambers or at the podium.)*

## **COUNCIL INITIATIVES:**

## **ADJOURN:**

*Council Chambers are readily accessible to individuals with physical disabilities.*

*For more information or to make requests for special arrangements, please contact the City Clerk's Office at 657-8210 or e-mail [bohlmand@billingsmt.gov](mailto:bohlmand@billingsmt.gov), 72 hours prior to the meeting date.*

**Regular City Council Meeting**

**Meeting Date:** 10/15/2019

**TITLE:** Contract Award for Snow Hauling

**PRESENTED BY:** David Mumford, Public Works Director

**Department:** Public Works

**Presentation:** No

**PROBLEM/ISSUE STATEMENT**

Public Works has contracted snow hauling services for several years to complement the department's internal snow hauling activities, enabling the City to be cleared faster after a large snow storm. A snow hauling invitation for bids was advertised on September 20th and 27th in the *Yellowstone County News* and on the City's website. The bids are for equipment and operators for a minimum of 5 trucks and a dispatcher. Staff will determine equipment needed at any given time. Staff opened bids on October 1st, 2019 and First Mark submitted the lowest responsible bid. The contract can be renewed for an additional 2 one-year periods if both parties agree.

**ALTERNATIVES ANALYZED**

City Council may:

- Approve the contract with First Mark, the lowest bidder , or;
- Reject all bids, which will delay the snow hauling in the City of Billings this winter.

**FINANCIAL IMPACT**

The contract is for a not-to-exceed amount of \$150,000 and Street/Traffic has adequate funding in its budget. The two bids are as follows with hourly rates:

	First Mark Construction	Knife River
Truck/dispatcher	\$137.50/hr	\$170.00/hr

**RECOMMENDATION**

Staff recommends that the City Council award the contract for Snow Hauling to First Mark Construction at the hourly rates shown above, not to exceed \$150,000 in FY 2020 and including the 2 one-year extensions with mutual agreement.

**APPROVED BY CITY ADMINISTRATOR**

**Regular City Council Meeting**

**Meeting Date:** 10/15/2019

**TITLE:** Medium Duty Conventional Cab Trash Truck

**PRESENTED BY:** Mike Whitaker, Parks, Recreation & Public Lands Director

**Department:** Parks/Rec/Public Lands

**Presentation:** No

**PROBLEM/ISSUE STATEMENT**

Staff received and opened bids on August 27, 2019 to purchase a new Medium Duty Conventional Cab and Chassis with Mounted Rear Loading Refuse Collection Body. Staff advertised for sealed bids on August 9, and August 16,2019. The City received 9 bids and Motor Power is the low bidder with a International Chassis with a Pac-Mac body at \$132,033.00. This purchase was included in the FY2019 Equipment Replacement Plan (ERP), and FY 2019 for the Parks Division. The bid was not able to be completed in FY 2019, the funds are still available in FY 2020 but will need to be reestablished through a quarterly budget amendment.

Following the recommendation from City Council from the September 9th meeting, the Parks Division and the Solid Waste Division thoroughly studied how best to collect the trash from the parks. It was concluded that the Parks Division will provide a higher customer service and be more cost effective, see attached letter from David Mumford, Public Works Director.

**ALTERNATIVES ANALYZED**

City Council may:

- Approve purchasing the New Medium Duty Conventional Cab Trash Truck from Motor Power
- Disapprove the purchase and reject all bids.

**FINANCIAL IMPACT**

The Medium Duty Conventional Cab and Chassis with Mounted Rear Loading Refuge Collection Body was budgeted in the FY 2019 ERP but was not completed in FY 2019. The funds are still available in FY 2020 but will need to be reestablished through a quarterly budget amendment. All 9 bids are shown. Note, there is not a trade in for this unit.

Vendor	Bid	5yr Warranty	Total Bid
SWS Equipment	\$135,526.00	N.A.	\$135,526.00
Montana Peterbilt	\$137,891.05	\$2,253.00	\$140,144.05
Montana Peterbilt	\$150,592.00	\$2,253.00	\$152,845.00
I State	\$148,500.00	\$2,203.00	\$150,703.00
I State	\$137,00.00	\$2,203.00	\$139,203.00
Motor Power	\$142,106.00	\$2,628.00	\$144,734.00
Motor Power	\$129,405.00	\$2,628.00	\$132,033.00
Tri State	\$166,720.00	N.A .	\$166,720.00

Tri State

\$179,421.00

N.A.

\$179,421.00

## **RECOMMENDATION**

Staff recommends that the City Council award the contract for a new Medium Duty Conventional Cab Trash Truck to Motor Power in the amount of \$132,033.00. This includes the five-year warranty.

## **APPROVED BY CITY ADMINISTRATOR**

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### **Attachments**

Trash Truck Letter

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## **Pigg, Mike**

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**From:** Mumford, David  
**Sent:** Tuesday, October 1, 2019 2:44 PM  
**To:** Kukulski, Chris; Whitaker, Michael  
**Cc:** Wilson, Vester; Pigg, Mike  
**Subject:** PRPL Trash Pickup

Good afternoon

City Council delayed action on the purchase of a medium size solid waste truck for PRPL until a discussion on trash service for City Parks could take place between PRPL and PWD. PRPL and Solid Waste (SW) Supervisors have had several discussions and Mike Whitaker, PRPL staff, SW supervisor, and myself had a meeting to discuss efficiencies of trash collection between our Departments. We discussed the expectations of Parks customers for trash removal. Currently PRPL staff empty park trash cans 7 days a week, and some parks are emptied multiple times daily depending on usage. PRPL uses smaller trash cans that are located in numerous sites around the park. This often requires the smaller trash truck to drive into the park to empty the cans. PRPL supervisors tailor the trash collection to meet the daily needs of each park. Their collection is completely random and does not work on a scheduled pick up day and time. PW Solid Waste is very efficient at trash collection because we have scheduled routes with consistent times and days for pickup. Our residential drivers pickup over 1100 cans / day and commercial 120 containers / daily. We are not designed to have random stops. Solid Waste also does not work on Sundays, which would require us to have overtime costs. From our discussions it would appear that PRPL continuing to provide the trash collection service to the parks will provide a higher customer service and cost effective. It would be both Mike and my recommendation that PRPL purchase the truck and continue their services.

During our discussions we did discover that PRPL and Solid Waste provide trash collection to special events. PRPL does not charge events for trash pickup and Solid Waste does. Mike and I are going to review how events are serviced going forward and what is the most appropriate Department to provide these services.

I hope this helps provide clarity to the Mayor and Council's questions on providing trash collection to City Parks. The current trash collection service by PRPL to parks would appear to be the most efficient and cost effective.

David Mumford, P.E.  
Public Works Director  
City of Billings  
406-657-8232

**Regular City Council Meeting**

**Meeting Date:** 10/15/2019

**TITLE:** Bid Award: W.O. 19-08; N. 24th and 8th Avenue N. Storm Drain Replacement Project

**PRESENTED BY:** David Mumford, Public Works Director

**Department:** Public Works

**Presentation:** No

**PROBLEM/ISSUE STATEMENT**

W.O. 19-08 will replace the existing storm drain main in N. 24th Street from 9th Avenue North to 8th Avenue North and install a new storm drain main in 8th Avenue North from N. 24th Street to N. 22nd Street. The purpose of this project is to provide storm drain pipe rehabilitation for existing infrastructure and install new infrastructure to help alleviate current flooding issues within this area.

The project was advertised on September 22nd and 27th, 2019 on the City's Website and in *Yellowstone County News*. Bids were opened on October 1, 2019 and four bids were received. Springline Construction, Inc. submitted the lowest bid. City staff reviewed the bids and determined that the bid by Springline Construction, Inc. is considered a responsible bid.

**ALTERNATIVES ANALYZED**

The Council may:

- Award Work Order 19-08 to Springline Construction, Inc. in the amount of \$279,614.75; or
- Do not award Work Order 19-08. If not awarded, the City would need to re-bid or cancel the project and complete the improvements in a subsequent year.

**FINANCIAL IMPACT**

The following bids were received and evaluated:

Contractor	Total Bid
Springline Construction	\$279,614.75
Western Municipal Construction	\$295,876.00
Castlerock Excavating	\$298,107.75
COP Construction	\$306,884.00

Storm Drain funds will be used for this project. Adequate funding for this project is available in the approved budget for FY 20.

**RECOMMENDATION**

Staff recommends that Council award W.O. 19-08; N. 24th Street and 8th Avenue North Storm Drain Replacement Project to Springline Construction, Inc. in the amount of \$279,614.75.

**APPROVED BY CITY ADMINISTRATOR**

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**Regular City Council Meeting**

**Meeting Date:** 10/15/2019

**TITLE:** Delay Bid Award - One New Current Model Forklift

**PRESENTED BY:** David Mumford, Public Works Director

**Department:** Public Works

**Presentation:** No

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**PROBLEM/ISSUE STATEMENT**

Bids for the new forklift for the Public Works Water Quality Division will be received on Tuesday, October 15. This is the same day as the next City Council meeting. City staff will need additional time to review the submitted bids and are asking Council to delay the bid award until the October 28, 2019 City Council meeting. This purchase will replace an existing forklift that is included in the FY 2020 Equipment Replacement Plan.

**ALTERNATIVES ANALYZED**

City Council may:

- Approve delaying the bid award, or;
- Disapprove delaying the bid award.

**FINANCIAL IMPACT**

The Invitation for Bids was advertised on September 27, October 4 and October 11, with a bid opening date of October 15. There is sufficient funds in the FY 2020 budget for the Water Quality Division.

**RECOMMENDATION**

Staff recommends that the City Council delay the bid award to purchase the new current model forklift until the October 28, 2019 Council meeting.

**APPROVED BY CITY ADMINISTRATOR**

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**Regular City Council Meeting**

**Meeting Date:** 10/15/2019

**TITLE:** W.O. 19-01 Schedule 1, 1st Avenue North Water Main Replacement

**PRESENTED BY:** David Mumford, Public Works Director

**Department:** Public Works

**Presentation:** No

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**PROBLEM/ISSUE STATEMENT**

W.O. 19-01: Schedule 1, 1st Avenue North Water Main Replacement project consists of the replacement of various size water mains with approximately 6,650 feet of new 12-inch PVC water main and associated appurtenances in 1st Avenue North. The location of the project is in 1st Avenue North from the 1st Avenue North/Main Street intersection to North 15th Street and from North 25th Street to North 33rd Street.

The project was advertised on September 27th, October 4th, and October 11th, in the *Yellowstone County News* and on the City's website. Bids were opened on October 15th, 2019.

Due to the holiday, the bids were opened the same day as the Council Meeting. State Law requires the Council to act on bid awards at the next meeting. Subsequently, staff is requesting to delay the bid award until the October 28th City Council Meeting.

**ALTERNATIVES ANALYZED**

City Council may:

- Approve the delay of the bid award.

**FINANCIAL IMPACT**

The financial impact information will be provided in the October 28th memo.

**RECOMMENDATION**

Staff recommends that the City Council delay the bid award for W.O. 19-01 Schedule 1, 1st Avenue North Water Main Replacement until the October 28th Council meeting.

**APPROVED BY CITY ADMINISTRATOR**

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**Regular City Council Meeting**

**Meeting Date:** 10/15/2019

**TITLE:** Amendment Two to Automobile Parking Concession Agreement

**PRESENTED BY:** Kevin Ploehn, Director of Aviation and Transit

**Department:** Airport

**Presentation:** No

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**PROBLEM/ISSUE STATEMENT**

SP Plus, formerly known as Standard Parking, has been the public parking lot concessionaire at the Airport for a number of years, with the most recent Agreement beginning in 2012. In Montana there are only two concessionaires that vie for and operate at the commercial service airports, SP Plus and Republic Parking. Over the years and multiple concession agreements with SP Plus, as parking needs increased the Airport has worked with the company to upgrade both the parking lots and parking lot control equipment, bring additional parking spaces online, and introduce express credit card pay lanes. The last upgrade project was in 2015, when the Airport reconstructed the Airport's old employee parking lot into a new 234 stall Express Lot parking area. That project included a new entry merge lane, an entry plaza, an express credit card exit area, and a by-pass lane to the existing pay booth for those customers wanting to pay with cash. With this upgrade, SP Plus invested an additional \$224,000 for (a) the additional parking control equipment for the Express Lot, and (b) upgrading the existing Long and Short Term Lots' revenue control system so that all ticket dispensing, credit card exit, and manual revenue control equipment would be compatible and current once the Express Lot was opened. In exchange for SP Plus' investment, the City approved an extension of term on the concession agreement to December 31, 2021.

With the new service provided by American Airlines and most recently the return of Frontier Airlines, the demand for public parking spaces has increased, with long term parking frequently overflowing into a lot that is not part of the Concession Agreement and therefore not generating any revenue. Staff has once again worked with SP Plus on a solution to add parking revenue control equipment to the North Overflow Lot. SP Plus will invest \$135,000 for the additional parking control equipment to incorporate the 223 stall North Overflow Parking Lot into revenue generation, as well as perform software updates for the parking control equipment in all of the Airport's public parking lots.

With the addition of the revenue control equipment for the added parking lot, the Concessionaire will receive additional revenue from that lot. Therefore, staff also negotiated a new revenue percentage during the three-year term extension. Currently, SP Plus provides the Airport 80.5% of gross revenues collected. Since other Montana airports are receiving a few percentage points more of the gross revenue than the Billings Airport, staff negotiated with SP Plus to increase the percentage rate for the three-year extension. Subsequently, during the three-year extension, the Airport will receive 82.57% of gross revenues adding approximately \$62,000 per year to the Airport's revenues. Staff feels that with the \$135,000 infrastructure investment and the increased percentage of gross revenue, that this is a favorable deal for the City.

In order to incorporate the North Overflow Lot into the current Automobile Parking Concession

Agreement, staff is requesting that the City Council approve Amendment Two to the Automobile Parking Concession Agreement with SP Plus. The Amendment will (1) incorporate the new North Overflow Lot into the Agreement, adding 223 parking spaces to the paid public lot inventory, (2) provide the revenue control equipment needed to operate this lot, (3) update all the revenue control software for all public parking lots to be compliant with new technology compliance standards, (4) add an additional three years (to December 31, 2024) to the existing Concession Agreement's term to allow the investment to be amortized over the remaining term, and (5) establish an increased percentage of revenues the Airport will receive during the extended three-year term.

## **ALTERNATIVES ANALYZED**

City Council may:

- Approve Amendment Two to the Automobile Parking Concession Agreement as set forth;  
or
- Decline to approve Amendment Two and direct staff on how to proceed.

## **FINANCIAL IMPACT**

The Airport estimates that this Amendment will add around \$62,000 of annual revenues during the three-year extension or \$186,000. Additionally, the Airport will not be required to provide a capital outlay of \$135,000 for new equipment and software updates. Total annual revenues should be between \$2,400,000 to \$2,500,000 depending on passenger traffic. In Fiscal Year 2019, the Airport received \$2,411,000 in revenues from the parking operation. Staff anticipates that number to be higher in Fiscal Year 2020 due to higher traffic numbers. Once the new rate is effective in the last three years of the Agreement, the revenues will be closer to the \$2,500,000.

## **RECOMMENDATION**

Staff recommends the City Council approve Amendment Two to the Automobile Parking Concession Agreement with SP Plus, adding 223 new parking stalls for revenue collection, setting the parking rates to accommodate the fourth lot, requiring SP Plus to install \$135,000 of new parking revenue control equipment and software upgrades, adding three years to the Agreement Term, and establishing the increased percentage of revenues the Airport will receive during the additional three years.

## **APPROVED BY CITY ADMINISTRATOR**

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### **Attachments**

SP Amendment

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1 AMENDMENT TWO

2  
3 AUTOMOBILE PARKING CONCESSION AGREEMENT  
4

5  
6 THIS AMENDMENT TWO is made and entered into by and between the City of  
7 Billings, Montana (City) and SP Plus Corporation f/k/a Standard Parking Corporation  
8 (Concessionaire). Together, City and Concessionaire will be referred to as the "Parties."  
9

10 W I T N E S S E T H

11 WHEREAS, the Parties previously entered into a certain Automobile Parking  
12 Concession Agreement dated December 19, 2011, for the purpose of providing paid parking at the  
13 Billings Logan International Airport for a term commencing on the 1st day of January 2012 and  
14 terminating on the 31st day of December 2016, and  
15

16 WHEREAS, during 2015, the City finished construction on a third paid parking lot,  
17 adding over 200 parking stalls to the inventory for the Concessionaire's use, reducing the need for  
18 the use of the free overflow parking area, and

19 WHEREAS, Concessionaire agreed to supply approximately \$224,000 worth of  
20 additional parking control equipment to the 2015 additional parking facility and to  
21 provide/upgrade the entry device equipment to both existing parking lots, commonly known as  
22 Short Term and Long Term parking, to reduce the City's construction costs in exchange for  
23 extending the term of the Automobile Parking Concession Agreement from December 31, 2016 to  
24 December 31, 2021, and  
25

1           WHEREAS, Amendment One authorizing the additional and upgraded equipment,  
2 extending the term, and adjusting the parking rates was approved by the City Council on April 27,  
3 2015, and

4           WHEREAS, the City has since added two airlines providing air service from  
5 Billings Logan International Airport, resulting in additional flights and once again requiring the  
6 use of the free overflow parking are for additional parking needs, and

7           WHEREAS, Concessionaire has agreed to supply approximately \$135,000 worth of  
8 additional parking control equipment to the parking facility to outfit the north free overflow lot  
9 with parking control equipment and to upgrade existing parking control software to reduce the  
10 City's construction costs in exchange for extending the term of the Automobile Parking  
11 Concession Agreement from December 31, 2021 to December 31, 2024, and

12           WHEREAS, the Parties also believe the fees and charges the Concessionaire pays  
13 to the City each year should be modified beginning January 1, 2022.

14           NOW, THEREFORE, in consideration of the mutual promises contained in this  
15 Amendment Two, the Parties hereby agree as follows:

16           A.     Extension of Term.   ARTICLE II, TERM OF AGREEMENT, shall be  
17 amended so that the Agreement shall end at 11:59 p.m. local time, December 31, 2024.

18           B.     Exhibit A.   ARTICLE III, PREMISES AND FACILITIES, shall be  
19 amended to revise and update Exhibit A, attached and made a part hereof.

20           C.     Amendment to Fees and Charges.   ARTICLE IV, FEES AND CHARGES,  
21 Paragraph 1., shall be replaced in its entirety with the following new Paragraph 1.:

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"1. For the privilege of operating the Automobile Parking Concession and the use of the Premises and Facilities, the Concessionaire shall pay to the City each year during the term of this Agreement the following net percentages of annual Gross Receipts:

Percentage of Gross Receipts

Contract Year One (January 1 – December 31, 2012):

87.5% of Gross Receipts up to \$2,200,000  
70.0% of Gross Receipts over \$2,200,000

Contract Year Two (January 1 – December 31, 2013):

88.5% of Gross Receipts up to \$2,200,000  
70.0% of Gross Receipts over \$2,200,000

Contract Year Three through Five (January 1, 2014 – December 31, 2016):

70.0% of Gross Receipts

Contract Years Six through Ten (January 1, 2017 – December 31, 2021):

80.5% of Gross Receipts

Contract Years Eleven through Thirteen (January 1, 2022 – December 31, 2024):

82.57% of Gross Receipts

1 Notwithstanding the "Revenue Sharing" provided by the allocation of  
2 revenues pursuant to the above percentage of Gross Receipts formula, Concessionaire  
3 guarantees the City the greater of either:

4 A. The above percentage Gross Receipts formula, or

5 B. A minimum annual guarantee equal to \$1,400,000 for Contract Year One;

6 A minimum annual guarantee equal to \$1,400,000 for Contract Year Two;

7 A minimum annual guarantee equal to \$2,015,000 for Contract Year Three;

8 A minimum annual guarantee equal to \$2,342,500 for Contract  
9 Years Four and Five;

10 A minimum annual guarantee equal to \$2,100,000 for Contract  
11 Years Six through Ten;

12 A minimum annual guarantee equal to \$2,100,000 for Contract  
13 Years Eleven through Thirteen;

14 The minimum annual guarantee (MAG) is only applicable in the Contract  
15 Years in which the annual enplaned passenger numbers exceed 360,000. The annual  
16 enplaned passenger number will be calculated by the City using the information provided  
17 by the air carriers for all enplaned passengers during each Contract Year."  
18

19 D. Amendment to Equipment. ARTICLE IX, PARKING CONTROL  
20 EQUIPMENT, Paragraph 3., shall be replaced in its entirety with the following new Paragraph 3.:

21 "3. Concessionaire agrees to replace/update the existing parking control  
22 equipment with new equipment during the first Contract Year. During the Spring of 2015,  
23 Concessionaire agrees to provide the additional equipment to operate the added parking  
24  
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1 lot, designated as "Express Parking Lot," providing an estimated 200 additional parking  
2 stalls to Concessionaire's parking inventory. Additionally, Concessionaire agrees to  
3 provide/upgrade the entry device equipment to both existing parking lots, commonly  
4 known as Short Term and Long Term parking. During 2019, Concessionaire agrees to  
5 provide the additional equipment to operate the added parking lot, designated as "North  
6 Overflow Lot," providing an estimated 223 additional parking stalls to Concessionaire's  
7 parking inventory and to update the existing parking control software. The inventory of  
8 equipment specifications and software updates added during the Term of the Agreement  
9 are described in Exhibit C, C-1, and C-2 attached and made a part hereof. All parking  
10 control equipment in place at the end of the term of this Agreement or any extension  
11 thereof shall remain in place and become the property of the City. The cost of the original  
12 replacement parking control equipment at the beginning of the Agreement term as set forth  
13 in said Exhibit C is estimated to be \$130,748. The cost of the new parking control  
14 equipment for the third parking lot installed during 2015 is estimated to be \$224,000. The  
15 cost of the new parking control equipment for the North Overflow Lot and software update  
16 installed during 2019 is estimated to be \$135,000. Said costs of the 2015 and 2019  
17 equipment shall be amortized on a straight line basis over the remaining term of the  
18 Agreement. If this Agreement should be terminated for any reason prior to expiration of  
19 the term, then the unamortized cost of such equipment as of the date of such early  
20 termination shall be paid by the City to the Concessionaire. Alternatively, in the event the  
21 Air Cargo Providers need to expand operations in this area, the City may pay the cost to  
22 relocate the 2019 equipment in the North Overflow Lot to the South Overflow Lot.  
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1 Payment shall be due within thirty (30) business days of the City's receipt of  
2 Concessionaire's statement of such cost, which statement shall be supported by  
3 commercially reasonable documentation. Upon receipt of such payment, title to the  
4 equipment shall be transferred to the City."

5 E. Amendment to Parking Rates. ARTICLE X, SCHEDULE OF PARKING  
6 RATES, Paragraph 1., shall be replaced in its entirety with the following new Paragraph 1.:

7 "1. The Concessionaire shall place in effect the following schedule of parking  
8 rates upon commencement of this Agreement.  
9

<u>Short Term Parking Lot</u>	<u>Years 1-3</u>	<u>Years 4-13</u>
0-1/2 Hour	\$ 1.75	\$ 2.00
Each Additional 1/2 Hour	\$ 1.25	\$ 1.50
Maximum Each 24 Hours	\$14.00	\$15.00

<u>Express Parking Lot</u>	<u>Years 1-3</u>	<u>Years 4-13</u>
0-1/2 Hour		\$ 2.00
Each Additional 1/2 Hour		\$ 1.50
Maximum Each 24 Hours		\$11.00

<u>Long Term Parking Lot</u>	<u>Years 1-3</u>	<u>Years 4-13</u>
0-1 Hour	\$ 2.25	\$ 2.50
Each Additional 1/2 Hour	\$ 1.25	\$ 1.50
Maximum Each 24 Hours	\$ 8.50	\$ 9.00

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<u>North Overflow Lot</u>	<u>Years 1-7</u>	<u>Years 8-13</u>
0-1 Hour		\$ 2.50
Each Additional 1/2 Hour		\$ 1.50
Maximum Each 24 Hours		\$ 9.00

Parking patrons who exit any lot within the first ten (10) minutes after entering the lot shall be allowed to exit without a charge."

FURTHER, other than as expressly amended above, all other terms and conditions of the Concession Agreement by and between the Parties are hereby ratified, confirmed, and remain in full force and effect.

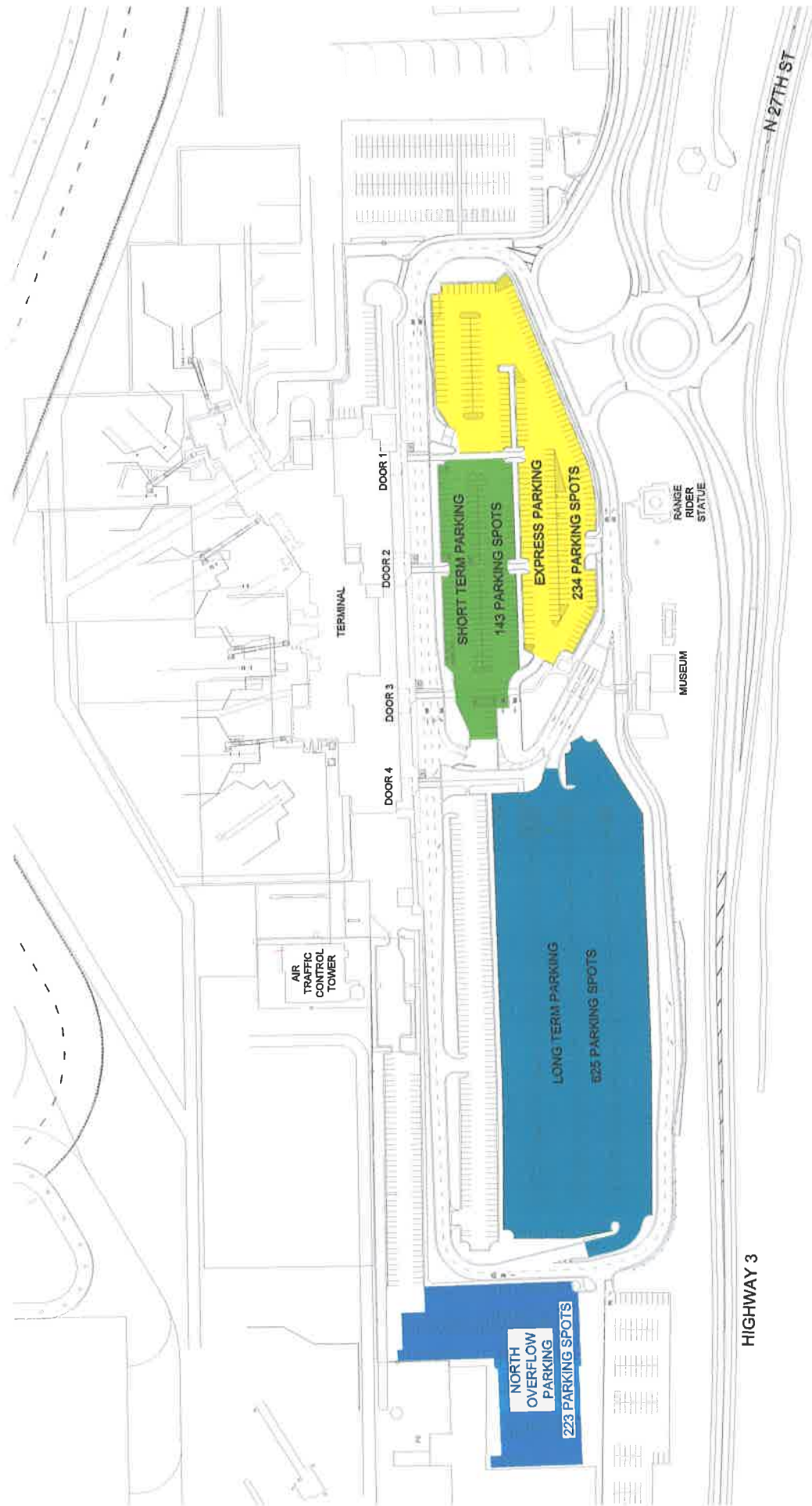
IN WITNESS WHEREOF, the parties have hereunto set their hand this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_.

ATTEST:  
  
BY \_\_\_\_\_  
CITY CLERK

CITY OF BILLINGS  
  
BY \_\_\_\_\_  
MAYOR

APPROVED AS TO FORM  
  
BY \_\_\_\_\_  
CITY ATTORNEY

SP PLUS CORPORATION  
  
BY \_\_\_\_\_  
JASON FINCH  
SR. VICE PRESIDENT



**EXHIBIT A**

REVISED AUGUST 2019

## EXHIBIT C

### REPLACEMENT PARKING CONTROL EQUIPMENT REQUIREMENTS

The Replacement Parking Control Equipment shall provide for a CISP Upgrade with Expressparc and must meet the following minimum requirements:

QUANTITY	ITEM DESCRIPTION
1	Windows Sequel Server – 2008 Operating System (Dell PowerEdge 310)
1	Keyboard, mouse, monitor
1	Windows Server – 2008 Operating System (Dell PowerEdge 310)
1	KVM switch to allow switching between servers
1	AMI build 18 software package (including revenue, counts, debit access and credit card suite for Expressparc)
3	AGP-5210.A789 Fee Computer with Credit Card
1	AMG 4570.A862 Expressparc device
SPARE PARTS BELOW	
1	AGP-5210.A789 Fee Computer with Credit Card
1	AGP-1710 Complete Gate Operator with Detector
1	AMG.2070.A583 Dispenser

Equipment replacement must also include:

- Power to all entry and exit locations and booths
- All equipment designated above and full installation of such to be fully operational
- One-year warranty on parts
- Three-year warranty on server hardware
- Freight charges

# EXHIBIT C-1

## DGM Systems

14208 NW 3rd Court, Suite 200

Vancouver, WA 98685

Vancouver, WA 98685-3759

Fax 360-574-9325

www.parkingzone.com

OR CCB#122510

## Quotation

Date	Quote #
4/10/2015	DGMEST448

Attention:
Standard Parking Billings Logan Airport 1901 Terminal Circle Billings, MT 59105

Requested By:	REF;
Dave Hellerud	Amano Entry Equipment

Description	QTY	Rate	Total
Existing Entry Lane Equipment Upgrades			
AMG-2570 Ticket/CC entry station	4	13,850.00	55,400.00
AMG.1750.A850	4	2,890.00	11,560.00
AL12 Gate arm	4	127.50	510.00
Misc. lane interface hardware, wire and mounting supplies	4	825.00	3,300.00
Service labor to install, test, training and One Year Warranty	1	3,840.00	3,840.00
Freight for all components above not to exceed	1	1,350.00	1,350.00
Daily Parking Lot Modification			
AMG.1750.A850	4	2,890.00	11,560.00
AL12 Gate arm	4	127.50	510.00
AMG-2570/A856 Entry station with access and CC and Flex.	2	13,855.00	27,710.00
AMG.4570/A922 (Flex Scan) W/ COMMEND INTERCOMS	2	14,950.00	29,900.00
AMT-590 FLEXSCAN AND PROX READER KIT	4	3,315.00	13,260.00
COMMEND SERVER WITH PERIPHERALS	1	9,504.00	9,504.00
PMC4840, Proximity Cards	100	5.00	500.00
COMMEND DOOR STATION FOR PLAZA X/P	1	650.00	650.00
SP+ C&P INTERFACE	1	3,400.00	3,400.00
O-0100/1100-000 Universal Lane Controller	4	2,295.00	9,180.00
I/O Count, count module reconfiguration	1	3,000.00	3,000.00
Preformed Loops	1	2,000.00	2,000.00
Interface supplies, Digi Port converters	1	2,600.00	2,600.00
Service Installation support, warranty and travel	1	18,960.00	18,960.00
YSE installation support	1	3,100.00	3,100.00
DGM/AMI NowCare Agreement for 2015	1	10,005.00	10,005.00
Freight for all lot modification items	1	2,100.00	2,100.00
Please note that all required civil work is the responsibility of Owner as previously noted on 3/30/2015 Quote.			

Please call if you have any questions or concerns: 503-519-6509 mikeh@parkingzone.com.  
Amounts 30 days past due are subject to a finance charge of 1.5% per month on the unpaid balance. We shall be entitled to recover costs in enforcing collection, including but not limited to reasonable attorney fees.

<b>Subtotal</b>	\$223,899.00
<b>Sales Tax (0.0%)</b>	\$0.00
<b>Total</b>	<b>\$223,899.00</b>

Signature \_\_\_\_\_ Date: \_\_\_\_\_

# EXHIBIT C-2

## DGM Systems

14208 NW 3rd Court, Suite 200  
 Vancouver, WA 98685  
 P: 503-224-7275  
 F: 360-574-9325  
 www.parkingzone.com



## Quotation

Date	Quote #
4/8/2019	DGMEST827

OR CCB#122510

<b>Attention:</b>
Standard Parking Billings Logan Airport 1901 Terminal Circle Billings, MT 59105

<b>Requested By:</b>
Myra Williams

<b>REF:</b>
BIL overflow

Description	QTY	Rate	Total
Per Myra, update and adjust quote #608 which was originally quote #519 for automated overflow lot. Updated pricing from YES and current Freight pricing adjusted on 4/8/2019.			
AMG.1750.A850 with AL12 strait arm	2	2,700.00	5,400.00
AMG-2070/A853 ENTRY STATION	1	10,250.00	10,250.00
AMG-4570/A862 Exit Station, L/R, Mag, CC	1	13,840.00	13,840.00
AL12 Gate arm	2	125.00	250.00
HDF FILE CONFIG O-0100/CONFIG, add new lot to existing site for individual counts.	1	1,500.00	1,500.00
O-0100/1100-000 Universal Lane Controller	2	2,160.00	4,320.00
Commend intercom door stations	2	775.00	1,550.00
Commend license and card to add 2 door stations to existing GE-300 server in office.	1	818.00	818.00
C-G3-IP-4B, CONNECTION 4 IP SUBSCRIBERS FEATURE LEVEL B			
Wireless component for all devices for relay to parking office server.	1	3,875.00	3,875.00
P-NL08-18, SAW CUT LOOP _2 x 6 WITH 20 FOOT LEAD	4	88.00	352.00
Loop sealant	4	20.00	80.00
DGM labor, support, warranty, travel and expenses	1	8,350.00	8,350.00
Freight not to exceed	1	1,406.50	1,406.50
Yellowstone Electric to provide and install a new electrical service to islands, data conduit, traffic loops, concrete islands with protective pipe bollards.	1	58,863.00	58,863.00
***Excludes Power Company requirements such as new meter and concrete pad, this will need to be coordinated with Airport Admin***			

Please call if you have any questions or concerns: 503-519-6509 mikeh@parkingzone.com. Quote is valid for 90 days. Amounts 30 days past due are subject to a finance charge of 1.5% per month on the unpaid balance. We shall be entitled to recover costs in enforcing collection, including but not limited to reasonable attorney fees.

**Subtotal** \$110,854.50

**Sales Tax (0.0%)** \$0.00

**Total** \$110,854.50

Signature \_\_\_\_\_ Date: \_\_\_\_\_

# EXHIBIT C-2

## DGM Systems

14208 NW 3rd Court, Suite 200  
 Vancouver, WA 98685  
 P: 503-224-7275  
 F: 360-574-9325  
 www.parkingzone.com



## Quotation

Date	Quote #
8/5/2019	DGMEST908

OR CCB#122510

Attention:
Standard Parking Billings Logan Airport 1901 Terminal Circle Billings, MT 59105

Location:
Billings Airport

Requested By:
Jodie

REF:
SERVER UPGRADE

Description	QTY	Rate	Total
Jodi, below is a turn-key upgrade to replace the sever set and Amano software to the latest build available for Amano mag stripe.			
P/N APS9010 Build 18 to Build 19 Software Upgrade	1	7,950.00	7,950.00
HP Server Set with all required peripherals, fully configured and hardened.	1	10,800.00	10,800.00
Misc. supplies for job	1	225.00	225.00
Service labor and travel expenses for Two Employees on-site. The Second Technician will perform P/M's on every lane.	1	5,220.00	5,220.00

Please call if you have any questions or concerns: 503-519-6509 mikeh@parkingzone.com. Quote is valid for 90 days. Amounts 30 days past due are subject to a finance charge of 1.5% per month on the unpaid balance. We shall be entitled to recover costs in enforcing collection, including but not limited to reasonable attorney fees.	<b>Subtotal</b>	\$24,195.00
	<b>Sales Tax (0.0%)</b>	\$0.00
	<b>Total</b>	\$24,195.00

Signature \_\_\_\_\_ Date: \_\_\_\_\_

**Regular City Council Meeting**

**Meeting Date:** 10/15/2019

**TITLE:** Grant Donation from HDR Foundation

**PRESENTED BY:** Mike Whitaker, Parks, Recreation & Public Lands Director

**Department:** Parks/Rec/Public Lands

**Presentation:** No

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**PROBLEM/ISSUE STATEMENT**

On August 14, 2019, Billings Parks, Recreation and Public Lands Department received a Young Professional Group (YPG) Action Grant from the HDR Foundation in the amount of \$4,950.98. Within the HDR Organization there is a YPG who applies to their employer's foundation for grants to fund local worthy causes. This YPG grant was written by the HDR Billings office of YPG to request funding intended for the purchase of fruit bearing trees and related materials for expansion of the Parkland Gleaning Project.

In 2018, the City of Billings Parks and Recreation Department, in partnership with the Billings Metro VISTA Project, began the Parkland Gleaning for Food Security Project. Gleaning is defined as is the collection of excess fresh food from resources within a community, and then redistributed to those in need. The goal was to create an edible forest in our Parks to provide free, locally grown fruits within close proximity to populations with limited accessibility to healthy food.

The original project planted 63 trees of various fruit types in 4 City Parks located adjacent to low income populations. The HDR green team took part in the original planting of the trees at Comanche Park and we are excited for this project to continue through this grant. We believe there is great opportunity for expansion into additional parks to magnify the impact of the program. This grant will contribute to buying fruit trees as part of an extension of the project, expanding the potential impact of the program, and work towards our agency's mission "to be Montana's leader in connecting people, nature, and healthy lifestyles."

The Billings Parks and Recreation Department will orchestrate a volunteer effort to plant the trees, increasing community involvement and awareness of the program. In conjunction to this project, the Billings Parks and Recreation Department is working with local non-profits to build a platform to engage community partners and implement creative ways to utilize the fruit gleaned from the parks. Through this effort, there is an endless potential of ways to localize fresh food production within the city, not only for low-income neighborhoods, but for everyone to enjoy.

We are grateful to the HDR Foundation and the local HDR office YPG in writing and receiving this grant on the City's behalf.

**ALTERNATIVES ANALYZED**

City Council may:

- Accept the donation from the YPG Action Grant from the HDR Foundation in the amount of \$4,950.98, or;
- Not accept the donation

## **FINANCIAL IMPACT**

There is no budget/financial impact from this action.

## **RECOMMENDATION**

Staff recommends that the City Council accept the YPG Action Grant from the HDR Foundation in the amount of \$4,950.98.

## **APPROVED BY CITY ADMINISTRATOR**

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### **Attachments**

Grant Terms and Conditions

Grant Budget

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## GRANT TERMS AND CONDITIONS

The HDR Foundation ("The Foundation") is awarding this grant to you ("Grantee") contingent upon the following:

## Tax-Exempt Status:

You are a nonprofit organization currently recognized by the Internal Revenue Service as a public charity described in sections 501(c)(3) and 509(a)(1), (2), or (3) of the Internal Revenue Code of 1986 as amended (the "Code"):

- Your tax-exempt status under sections 501(c)(3) and 509(a) of the Code has not changed since the issuance of the IRS determination letter which you provided to The Foundation, and
- There is no issue presently pending before any office of the Internal Revenue Service that could result in any proposed changes to your tax-exempt status under Sections 501(c)(3) and 509(a) of the Code.

## Expenditure of Funds:

This grant is made for the purpose outlined in the grant award letter and may not be expended for any other purpose without The Foundation's prior written approval.

If the grant is intended to support a specific project, any portion of the grant unexpended at the completion of the project shall be returned immediately to The Foundation.

You may not expend any grant funds for any political or lobbying activity or for any purpose other than one specified in section 170(c)(2)(b) of the Code.

The Foundation typically prefers to issue grants that are expended within a year. Unless the grant letter expressly provides for a longer period, the grant shall be expended within 12 months of the date of the grant award letter.

## Non Discrimination

By signing this letter, you agree that your organization does not discriminate in either your employment or in the manner in which you provide your services with respect to ancestry, race, color, sex, sexual orientation, religion, national origin, age, creed, veteran citizenship status, marital status, disability status, public assistance status or any other basis prohibited by law.

## No Religious or Faith-based Affiliation

You agree that your institution is not affiliated with any religious or faith-based institution, and that this award shall not be used in any manner that promotes or advances a specific faith or belief system.

## No Assignment or Delegation:

You may not assign, or otherwise transfer, your rights or delegate any of your obligations under this grant without prior written approval from The Foundation.

## Records and Reports:

You are required to keep a record of all receipts and expenditures relating to this grant and to provide The Foundation with a written report summarizing the project promptly following the end of the period during which you are to use all grant funds. The Foundation may also require interim reports which should describe your progress in achieving the purposes of the grant. Final and interim reports, if requested, should include a detailed accounting of the uses or expenditure of all grant funds. You also agree to provide any other information reasonably requested by The Foundation. If your organization obtains any audited financial statements covering any part of the period of this grant, you agree to provide a copy to The Foundation as well. You are required to keep the financial records with respect to this grant, along with copies of any reports submitted to The Foundation, for at least four years following the year in which all grant funds are fully expended.

## Required Notification:

You are required to provide The Foundation with immediate written notification of: (1) any changes in your organization's tax-exempt status; (2) your inability to expend the grant for the purposes described in the grant award letter or during the specified time period; or (3) any expenditure from this grant made for any purpose other than those for which the grant was intended.

Reasonable Access for Evaluation:

You will permit The Foundation and its representatives, at its request, to have reasonable access during regular business hours to your files, records, accounts, personnel and clients or other beneficiaries for the purpose of making such financial audits, verifications or program evaluations as The Foundation deems necessary or appropriate concerning this grant award.

Publicity:

You will allow The Foundation to review and approve the text of any proposed publicity concerning this grant prior to its release. The Foundation may include information regarding this grant, including the amount and purpose of the grant, any photographs you may have provided, your logo or trademark, or other information or materials about your organization and its activities, in The Foundation's periodic public reports, newsletters, and news releases. You will ensure that the subjects in any photographs you provide have executed a release.

Recognition:

When promoting a project that The Foundation has contributed funding towards, we ask that you acknowledge The Foundation's support by using our logo on your website and print materials and by mentioning us on social media. By acknowledging The Foundation, you help us raise awareness about philanthropy, generate interest in supporting community initiatives, and encourage more support and funding for projects like yours in the years to come. If your project receives media coverage, please provide The Foundation with a link to that coverage so that we can share it with our employees.

Right to Modify or Revoke:

The Foundation reserves the right to discontinue, modify or withhold any payments to be made under this grant award or to require a total or partial refund of any grant funds if, in The Foundation's sole discretion, such action is necessary: (1) because you have not fully complied with the terms and conditions of this grant; (2) to protect the purpose and objectives of the grant or any other charitable activities of The Foundation; (3) your breach of the provision of this grant with respect to discrimination; or (4) to comply with the requirements of any law or regulation applicable to you, of The Foundation or this grant.

If The Foundation does not receive signed copies of its grant award letter and of these General Grant Terms, Conditions and Understandings within 30 days after the date of The Foundation's grant award letter, this grant is deemed not to have been accepted and our offer of the grant may be revoked.

The undersigned certifies that he/she is duly appointed an authorized officer of the Grantee and that, as such, are authorized to accept this grant on behalf of the Grantee, to obligate the Grantee to observe all of the terms and conditions placed on this grant, and in connection with this grant to make, execute and deliver on behalf of the Grantee all grant agreements, representations, receipts, reports and other instruments of every kind.

ACCEPTED AND AGREED TO:

\_\_\_\_\_  
Organization Name

\_\_\_\_\_  
Executive Director (typed/printed)

\_\_\_\_\_  
Executive Director (signature)/Date



City of Billings  
Parks and  
Recreation  
Department

July 17, 2019

To Whom It May Concern:

We have reviewed and approve of the proposed budget for the YPG Action Grant for the purchase of fruit trees, design and printing of brochures, and the design and purchase of signage for our fruit tree gleaning planting project.

Sincerely,

A handwritten signature in blue ink that reads "Mike Pigg". The signature is written in a cursive style.

Mike Pigg  
Parks Superintendent,  
Billings Parks, Recreation and Public Lands Department

Mike Pigg,

Parks  
Supervisor

390 North 23rd Street  
Billings, MT 59101

Phone: 406-657-8369  
Fax: 406-247-8641

Website: [BillingsParks.org](http://BillingsParks.org)

***"We create community through people, parks, and programs"***



## YPG ACTION GRANT BUDGET

Name of YPG Applicant: Grady Craft

Office Location: Billings, MT

Nonprofit Organization Partner: City of Billings Parks and Recreation Department

Requested Amount (*not to exceed \$5,000*): 4950.98

Project Start Date: April 1st, 2020

Project End Date: December 31st, 2020

### Breakdown of Funds Requested:

Task(s)	Cost
Order 50 trees	\$2500.00
Design and order brochures	\$250.98
Design and order signage	\$2200.00

Signature: \_\_\_\_\_

*Please attach approval of this budget from the Nonprofit Organization Partner.*

**Regular City Council Meeting**

**Meeting Date:** 10/15/2019

**TITLE:** Amendments to City Advisory Boards/Commissions Membership Qualifications-Second Reading

**PRESENTED BY:** Brent Brooks, City Attorney

**Department:** Legal

**Presentation:** No

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**PROBLEM/ISSUE STATEMENT**

Pursuant to a Council Initiative by Council Woman Ronning, City staff drafted amendments to the City ordinances concerning advisory Board and Commission membership qualifications. The Mayor also recommended changes to portions of the amendments as indicated during First Reading and Public Hearing held on September 23, 2019. Certain changes to the proposed draft were approved by the Mayor and Council during First Reading and those changes are reflected in the attached updated version by strikethroughs and underlines.

**ALTERNATIVES ANALYZED**

City Council may:

- Approve the amendments on Second Reading, or;
- Make additional amendments, or
- Disapprove the proposed amendments

**FINANCIAL IMPACT**

There is no financial impact from the proposed amendments.

**RECOMMENDATION**

Staff recommends that the Council approve the amendments to the ordinances concerning advisory board and commission membership qualifications as revised by the Council during First Reading and Public Hearing.

**APPROVED BY CITY ADMINISTRATOR**

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**Attachments**

Ordinance Amendments to Advisory Board/Commission Qualifications

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**ORDINANCE NO. 19-\_\_\_\_\_**

**AN ORDINANCE OF THE CITY OF BILLINGS, PROVIDING THAT THE BILLINGS, MONTANA CITY CODE BE AMENDED BY REVISING SECTIONS 2-501.1, 2-503, 2-503.1 AND 2-504 AND REPEALING RESIDENCY DURATION AND QUALIFIED VOTER REQUIREMENTS, REVISING VACANCY AND MEETING NON-ATTENDANCE PROVISIONS.**

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY BILLINGS THAT:**

**Section 1.** That section 2-501.1 of the Billings, Montana City Code is amended and renumbered so that such section shall read as follows:

**Sec. 2-501.1. - Qualifications for membership.**

(a) Unless otherwise required by law, other City ordinance or permitted by interlocal agreement or memorandum of understanding with any other governmental or non-governmental entity or organization, a All members of city advisory boards, commissions or committees must hold the following qualifications; ~~unless otherwise required by law or City ordinance:~~

- (1) Resident of the city for at least one (1) ~~two (2)~~ years;
- (2) ~~Qualified~~ Registered voter of the city;
- ~~(3) Resident of the state for at least three (3) years; and~~
- ~~(4)~~ (3) Eighteen (18) years of age or older.

(b) A city employee shall not be appointed to serve on a city advisory board, commission or committee that provides advice to the department for whom the employee works.

**Section 2:** That Section 2-503 of the Billings Montana City Code is amended so that such section shall read as follows:

**Sec. 2-503. - Loss of membership.**

If a member of any board, committee or commission of this city fails to attend three (3) consecutive scheduled meetings of such board, committee or commission without being excused from such attendance, such person shall no longer be considered a member of such board, committee or commission, and the position ~~may~~ shall be declared vacant by the mayor, unless otherwise provided by statute or interlocal agreement.

**Section 3:** That section 2-503.1 of the Billings, Montana City Code is amended so that such section shall read as follows:

**Sec. 2-503.1. - Forfeiture of office.**

The position of advisory board, commission, or committee member is forfeited and becomes vacant ~~for lack of qualification~~ upon the occurrence of any of the following events prior to the expiration of the term:

- (1) The death of the member;
- (2) The member's resignation;
- (3) The member's conviction of a felony;
- (4) The member's ceasing to meet the qualifications in Section 2-501.1 ~~be a resident of the city;~~ or
- (5) The decision of a competent legal tribunal declaring void the member's appointment.

**Section 4:** That section 2-504 of the Billings Montana City Code is amended so that such section shall read as follows:

**Sec. 2-504. - Filling unexpired term.**

When possible, vacancies occurring for any reason during the member's term shall be filled within sixty (60) days in the same manner as the original appointment. The appointment shall be for the remainder of the unexpired term. If a position remains vacant beyond sixty (60) days, notice of the vacancy shall be published periodically according to the judgment of the Mayor until the vacancy has been filled.

**Section 5. EFFECTIVE DATE.** This ordinance shall be effective thirty (30) days after second reading and final adoption as provided by law.

**Section 6. REPEALER.** All resolutions, ordinances, and sections of the City Code inconsistent herewith are hereby repealed.

**Section 7. SEVERABILITY.** If any provision of this ordinance or the application thereof to any person or circumstances is held invalid, such invalidity shall not affect the other provisions of this ordinance which may be given effect without the invalid provisions or application, and, to this end, the provisions of this ordinance are declared to be severable.

PASSED by the City Council on first reading this \_\_\_\_ day of \_\_\_\_\_, 2019.

PASSED, ADOPTED and APPROVED on second reading this \_\_\_\_ day of \_\_\_\_\_, 2019.

**CITY OF BILLINGS**

\_\_\_\_\_

William A. Cole, Mayor

ATTEST:

\_\_\_\_\_

Denise Bohlman, City Clerk



**Regular City Council Meeting**

**Meeting Date:** 10/15/2019

**TITLE:** Founders Park Subdivision - Final Major Plat

**PRESENTED BY:** Monica Plecker

**Department:** Planning & Community Services

**Presentation:** No

---

**PROBLEM/ISSUE STATEMENT**

On September 13, 2019, Sanderson Stewart, agent for Habitat for Humanity, applied for Final Major plat approval for Founders Park Subdivision. The proposed subdivision creates 21 lots from a single lot for residential development. The subject property is generally located south of Wicks Lane on the east side of Hawthorne Lane. The property is zoned Residential 7000 (R-70). Staff has reviewed the application and determined that the proposed plat has met all the conditions of approval and is forwarding a recommendation of final approval to the City Council. Upon City Council approval, these documents are appropriate as to form for filing with the Clerk and Recorder.

**ALTERNATIVES ANALYZED**

The City Council may approve or disapprove the final plat of Founders Park Subdivision. If the City Council chooses to deny the final plat, it must base the denial on the criteria outlined in Section 76-3-611, MCA, and Section 23-307, BMCC.

**FINANCIAL IMPACT**

The final plat of this subdivision will have no financial impact on the Planning Division.

**RECOMMENDATION**

Staff recommends the City Council approve the final plat and SIA of Founders Park Subdivision.

**APPROVED BY CITY ADMINISTRATOR**

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**Attachments**

- SIA - Wavier
  - Final Plat page 1
  - Final Plat page 2
-

**SUBDIVISION IMPROVEMENTS AGREEMENT  
& WAIVER OF RIGHT TO PROTEST FUTURE SPECIAL IMPROVEMENT  
DISTRICTS  
FOUNDERS PARK SUBDIVISION**

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(City of Billings)**

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**SUBDIVISION IMPROVEMENTS AGREEMENT  
& WAIVER OF RIGHT TO PROTEST FUTURE SPECIAL  
IMPROVEMENT DISTRICTS**

**FOUNDERS PARK SUBDIVISION**

**This agreement** is made and entered into this \_\_\_\_ day of \_\_\_\_\_, 20\_\_, by and between **HABITAT FOR HUMANITY – MID-YELLOWSTONE VALLEY**, whose address for the purpose of this agreement is 685 King Park Drive, Billings, Montana 59102, hereinafter referred to as “Subdivider,” and the **CITY OF BILLINGS**, Billings, Montana, hereinafter referred to as “City.”

**WITNESSETH:**

**WHEREAS**, at a regular meeting conducted on the 22<sup>nd</sup> day of February, 2019, the Board of Planning recommended conditional approval of a preliminary plat of Founders Park Subdivision; and

**WHEREAS**, at a regular meeting conducted on the 25<sup>th</sup> day of February, 2019, the City Council conditionally approved a preliminary plat of Founders Park Subdivision; and

**WHEREAS**, a Subdivision Improvements Agreement is required by the City prior to the approval of the final plat.

**WHEREAS**, the provisions of this Agreement shall be effective and applicable to Founders Park Subdivision upon the filing of the final plat thereof in the office of the Clerk and Recorder of Yellowstone County, Montana. The Subdivision shall comply with all requirements of the City of Billings Subdivision Regulations, the rules, regulations, policies, and resolutions of the City of Billings, and the laws and administrative rules of the State of Montana.

**THEREFORE, THE PARTIES TO THIS AGREEMENT**, for and in consideration of the mutual promises herein contained and for other good and valuable consideration, do hereby agree as follows:

**I. VARIANCES**

No variances requested with this subdivision.

**II. PROPERTY CONDITIONS AND INFORMATION FOR LOT PURCHASERS**

- A. Lot owners will be required to construct that segment of the required five-foot wide boulevard-style sidewalk that fronts their property at the time of lot development.
- B. Lot owners should be aware that this subdivision is being built in close proximity to prime deer and antelope habitat and it is likely that homeowners

will experience problems with damage to landscaped shrubs, flowers, and gardens. The Montana Fish, Wildlife, and Parks Department does not provide damage assistance unless there is damage to commercial crops and/or a threat to public health and safety.

- C. Lot owners should be aware that soil characteristics within the area of this subdivision, as described in the 1972 Yellowstone County Soil Survey, indicate that there could be potential limitations for proposed construction on the lots, which may require a geotechnical survey prior to construction. The geotechnical study indicates two to five feet of fine-grained alluvial soils (clay, silt, and fine sand) overlying coarse-grained alluvial soils (sandy gravel with cobble). Groundwater is anticipated at depths of ten to fifteen feet.
- D. No water rights have been transferred to the lot owners. Irrigation ditches that exist on the perimeter of this development are for the benefit of other properties. Perimeter ditches and drains shall remain in place and shall not be altered by the Subdivider or subsequent owners.
- E. There is attached hereto a Waiver waiving the right to protest the creation of the special improvement district or districts which by this reference is expressly incorporated herein and made as much a part hereof as though fully and completely set forth herein at this point. The Waiver will be filed with the plat, shall run with the land, and shall constitute the guarantee by the Subdivider and property owner or owners of the developments described herein. Said Waiver is effective upon filing and is not conditioned on the completion of the conditions set forth in this Agreement. The Subdivider and owner specifically agree that they are waiving valuable rights and do so voluntarily.
- F. The Subdivider and subsequent contractors/builders acknowledge that there is a Stormwater Pollution and Prevention Plan (SWPPP) filed with the city and the Montana Department of Environmental Quality (MDEQ). This SWPPP shall be adhered to during all phases of construction and shall be updated as required by MDEQ under the General Permit for Stormwater Discharges Associated with Construction Activity, Chapter 28, Billings Montana City Code (BMCC) and the Billings Stormwater Management Manual.
- G. Individual lot owners should be aware that Best Management Practices for stormwater control shall be required for new construction on lots. Best Management Practices are defined within Section 28-201, BMCC and detailed in the Billings Stormwater Management Manual.
- H. Lot owners should be aware that portion(s) of this property lie within the floodplain/floodway, as depicted on the FEMA maps for this area. Please be advised that special development restrictions may apply within these specified areas.

- I. The lowest finished floor elevation (which includes the garage) shall be a minimum of 18-inches higher than the top of curb measured from the highest location along the lot frontage. Higher finished floor elevations shall be required on a lot by lot basis, as noted on the final plat.

### **III. TRANSPORTATION**

#### **A. Streets**

All internal access roads and site improvements within the subdivision will be installed in accordance with the City of Billings Site Development Code, the *Stormwater Management Manual*, and other applicable City codes, rules, and regulations.

*Rights-of-way widths.* The internal subdivision street will have a 56-foot right-of-way. The existing half right-of-way width along Hawthorne Lane adjacent to the subdivision is 40 feet, for a total right-of-way width of 80 feet on Hawthorne Lane. This width is adequate and fulfills the required dedication for a collector street type as outlined in the subdivision regulations.

*Pavement widths and surface types.* All streets shall be built to grade with a satisfactory engineered subbase, base course, and asphalt surface and include concrete curb and gutter. The internal subdivision street will be 34-foot-wide back-to-back curb public street. Hawthorne Lane shall be a 45-foot wide back-to-back curb public street with curb and gutter installed on the East side of the street directly adjacent to the subdivision. The engineered design cross-sections of said streets shall be submitted to the City of Billings Engineering Division.

The internal subdivision street is proposed to be public and future maintenance of the street improvements shall be the responsibility of the City of Billings.

#### **B. Sidewalks**

City and Subdivider agree that developer will install handicap accessibility ramps at time of private contract construction. Individual lot owners will be responsible for the construction of the five-foot wide boulevard sidewalks adjacent to their lot at the time of lot construction. The sidewalks along the right-of-way frontage on Hawthorne Lane, and along the right-of-way frontage of the internal subdivision street for Block 2 Lot 1, shall be 5-foot boulevard sidewalk to be constructed with the private contract for this subdivision.

#### **C. Street Lighting**

Construction or installation of street lights within the public rights-of-way shall not be required at this time. If street lights are installed, a maintenance district will be formed for future maintenance of the street lights.

#### **D. Traffic Control Devices**

The Subdivider shall furnish and install all necessary traffic control devices adjacent to the subdivision. Traffic control devices shall include all necessary signing, striping, and channelization devices to properly complete the implementation of the proposed street construction. All traffic control devices shall be subject to review and approval by the City Engineering Division.

Street name signs for streets within the subdivision shall be furnished and installed in accordance with the current City of Billings Public Works standards at the time of construction.

The Subdivider shall furnish and install all necessary traffic control devices in accordance with the Manual on Uniform Traffic Control Devices.

#### **E. Access**

Access to the site shall include two (2) new full street accesses from Hawthorne Lane for the internal looped street. Location of these accesses shall be subject to review and approval by the City Engineering Division.

#### **F. Billings Area Bikeway and Trail Master Plan**

The subdivision is included in the Billings Area Bikeway and Trail Master Plan. Hawthorne Lane is identified with short range bike lanes. Sufficient right-of-way is dedicated with the existing public right-of-way along Hawthorne Lane to allow for bike lane installations. No improvements are required or proposed at this time.

#### **G. Public Transit**

No improvements with regard to public transit are anticipated at this time.

### **IV. EMERGENCY SERVICE**

Construction of buildings made of combustible materials shall have adequate fire apparatus access roads and water supply (fire hydrants) in place to allow for fire suppression requirements. Prior to the issuance of a building permit for construction using combustible materials (i.e. lumber, plywood, wood trusses, etc.), fire apparatus access roads and water supply requirements shall be provided in accordance with the International Fire Code as adopted by the City of Billings.

At a minimum, the following is required:

- An unobstructed gravel road or gravel road base must be within 150 feet of the furthest portion of a building under construction as measured along the approved route.

- The access roads are required to support fire apparatus vehicle loading (40 tons) during all weather conditions and shall be a minimum of twenty (20) feet wide.
- An operational fire hydrant shall be located within 600 feet of the furthest portion of a residence under construction or within 400 feet of the furthest portion of a commercial building under construction as measured along the access roads to the site.
- The above requirements do not alter or effect the current minimum subdivision requirements for fire apparatus access and water supply.

Access is provided to this subdivision from Hawthorne Lane in the form of a looped internal road within the subdivision. Fire hydrants will be installed at the required locations as reviewed and approved by the City of Billings Fire Department.

#### V. STORM DRAINAGE

All drainage improvements shall comply with the provisions set forth in Chapter 28, BMCC, and the Stormwater Management Manual in place at the time of development. A complete stormwater management plan shall be submitted to the Engineering Division for review and approval at the time of development.

The developer will construct one detention basin along the western boundary of the subdivision on Lot 1, Block 2. A stormwater detention easement for the benefit of the City will be recorded at the time of final plat recording. The stormwater detention facility will have an outlet to Hawthorne Lane and be allowed to directly discharge to the City storm drain in Hawthorne Lane.

The developer will create an easement over and across a portion of Lot 3, Block 1 of Founders Park Subdivision, as shown and described on said plat as "NEW 12' STORM DRAIN EASEMENT". The Owners do hereby create this easement for the purpose of constructing, reconstructing, maintaining, operating, repairing, improving, replacing and using storm drainage facilities and all necessary fixtures and appurtenances through, over, and across said real property together with the right of free ingress and egress at all times by designated representatives of the City for reasons related thereto. No fences, trees, structures, or other permanent improvements may be constructed within the easement area.

This easement is created for the benefit of the City of Billings, shall run with the real property and be binding on all parties having any right, title or interest in the described property or any part thereof, their heirs, executors, successors, administrators and assignees, and shall bind said parties thereof.

A stormwater drainage and grading plan was submitted to the City of Billings and approved for the subdivision, including the stormwater pond, berm, and overlot grading. Due to cost considerations, the overlot grading and berm were not installed during the initial private contract for the subdivision. Overlot grading shall be the

responsibility of each lot owner at the time of individual building permit issuance to grade their lot per the approved plan. The pond berm installation shall be constructed at the time of construction of either Lot 2 or Lot 7 of Block 2, whichever occurs last.

## **VI. UTILITIES**

The Subdivision Improvements Agreement does not constitute an approval for extension of or connection to water mains and sanitary sewers. The property owner shall make application for extension/connection of sanitary sewers to the Public Works Department – Engineering Division and extension/connection of water mains to the County Water District of Billings Heights. The extension/connection of/to water mains and sanitary sewers is subject to the approval of the applications and the conditions of approval. Applications shall be submitted for processing prior to the start of any construction and prior to review and approval of any project plans and specifications.

The Developer/Owner acknowledges that the subdivision shall be subject to the applicable System Development and Franchise Fees in effect at the time new water and/or sanitary sewer service connections are made.

The design/installation of sanitary sewers and appurtenances, and water mains and appurtenances (fire hydrants, etc.) shall be in accordance with design standards, specifications, rules, regulations of and as approved by the City of Billings Public Works Department, County Water District of Billings Heights, Fire Department and the Montana Department of Environmental Quality.

### **A. Water**

The subdivision will be served by making a connection to an existing water main located in Hawthorne Lane. The existing water main in this street is an 8-inch diameter main and is a part of the County Water District of Billings Heights water distribution system. A new looped 8-inch water main will be installed in the local interior street. Fire hydrants will be provided at appropriate locations and will be subject to approval by the City of Billings Fire Department. Appropriately sized services will be provided to the individual lots within the subdivision. Each lot shall be provided with its own separate water service. Extension of the water service from the property line to each building within the subdivision lots will occur at the time of lot development. All water construction improvements shall be installed in conformance with the design standards, specifications, and rules and regulations of the County Water District of Billings Heights and Montana Department of Environmental Quality.

## **B. Sanitary Sewer**

Sanitary sewer for the subdivision will be provided through a connection to a public sanitary sewer system. The sanitary sewer located within the subdivision will consist of a low-pressure sanitary sewer main (sized at 2-inch and 3-inch diameter). Appropriately sized mains and services in the internal streets will provide service to the individual lots within the subdivision. All sanitary sewer construction improvements shall be installed in conformance with the design standards, specifications, and rules and regulations of the City of Billings and Montana Department of Environmental Quality, and will be approved by the Public Works Department, Distribution, and Collection Division. Extension of the sewer service to each building within the subdivision lots will occur at the time of lot development.

The individual sewage ejector pumps installed on each lot shall be E-One model DH151/DR151 or a similar model.

## **C. Power, Telephone, Gas, and Cable Television**

All telephone, gas, electrical power, and cable television lines shall be placed in designated easements outside of the right-of-way, where possible, and shall be installed underground prior to surface improvements. The location of all such facilities shall be subject to approval of the City Engineer.

## **VII. PARKS/OPEN SPACE**

Section 76-3-621 of the Montana Subdivision and Platting Act covers the park dedication requirement. Additionally, Section 23-1002.B.1 of the City of Billings municipal code covers parkland dedication of major subdivisions. The Subdivider will make a cash in-lieu contribution for the 0.395 acres in lieu of parkland dedication.

## **VIII. IRRIGATION**

Irrigation ditches that are still operational and servicing this property or downstream properties shall be maintained until no longer needed. Easements for their locations shall be provided.

## **IX. SOILS/GEOTECHNICAL STUDY**

A soils/geotechnical study has been performed on the Subdivision. Additional soils/geotechnical investigation may be required for each lot at time of development. Lot owners are encouraged to review that document and obtain additional analysis as may be required.

**X. FINANCIAL GUARANTEES**

Except as otherwise provided, Subdivider shall install and construct said required improvements with cash or by utilizing the mechanics of a private contract secured by letters of credit or a letter of commitment to lend funds from a commercial lender. All engineering and legal work in connection with such improvements shall be paid by the contracting parties pursuant to said private contract, and the improvements shall be installed as approved by the City Engineer and Utility Department Manager.

**XI. LEGAL PROVISIONS APPLYING TO SUBDIVIDER**

- A. Subdivider agrees to guarantee all public improvements for a period of one year from the date of final acceptance by the City of Billings.
- B. The owners of the properties involved in this proposed Subdivision by signature subscribed herein below agree, consent, and shall be bound by the provisions of this Agreement.
- C. The covenants, agreements, and all statements in this Agreement apply to and shall be binding on the heirs, personal representatives, successors and assigns of the respective parties.
- D. In the event it becomes necessary for either party to this Agreement to retain an attorney to enforce any of the terms or conditions of this Agreement or to give any notice required herein, then the prevailing party or the party giving notice shall be entitled to reasonable attorney fees and costs.
- E. Any amendments or modifications of this Agreement or any provisions herein shall be made in writing and executed in the same manner as this original document and shall after execution become a part of this Agreement.
- F. Subdivider shall comply with all applicable federal, state, and local statutes, ordinances, and administrative regulations during the performance and discharge of its obligations. Subdivider acknowledges and agrees that nothing contained herein shall relieve or exempt it from such compliance.

IN WITNESS WHEREOF, the parties hereto have set their hands and official seals on the date first above written.

"SUBDIVIDER" **HABITAT FOR HUMANITY - MID-YELLOWSTONE VALLEY**

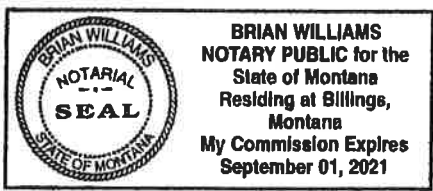
By: [Signature]

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Title: EXECUTIVE DIRECTOR

STATE OF MONTANA )  
 : SS  
County of )

On this 14th day of August, 2019, before me, a Notary Public in and for the State of Montana, personally appeared Jim Woolghand, known to me to be the Executive Director of **HABITAT FOR HUMANITY - MID-YELLOWSTONE VALLEY**, who executed the foregoing instrument and acknowledged to me that he/she executed the same.



[Signature]  
Notary Public in and for the State of Montana  
Printed Name: Brian Williams  
Residing at: 2000 Overland Ave Billings, MT  
My commission expires: Sept 1, 2021

This agreement is hereby approved and accepted by the City of Billings, this \_\_\_ day of \_\_\_\_\_, 20\_\_.

"CITY"  
CITY OF BILLINGS  
MONTANA

By: \_\_\_\_\_  
Mayor

Attest: \_\_\_\_\_

City Clerk

STATE OF MONTANA     )  
  : ss  
County of Yellowstone     )

On this \_\_\_\_ day of \_\_\_\_\_, 20\_\_, before me, a Notary Public in and for the State of Montana, personally appeared \_\_\_\_\_ and \_\_\_\_\_, known to me to be the Mayor and City Clerk, respectively, of the City of Billings, Montana, whose names are subscribed to the foregoing instrument in such capacity and acknowledged to me that they executed the same on behalf of the City of Billings, Montana.

\_\_\_\_\_  
Notary Public in and for the State of Montana  
Printed Name: \_\_\_\_\_  
Residing at: \_\_\_\_\_  
My commission expires: \_\_\_\_\_

# Waiver of Right to Protest

## FUTURE SPECIAL IMPROVEMENT DISTRICTS

FOR VALUABLE CONSIDERATION, the undersigned, being the Subdivider and all of the owners of the hereinafter described real property, do hereby waive the right to protest the formation of one or more special improvement district(s) for a period of no more than twenty years from the recording of this waiver, for street light maintenance and energy, and for the construction of streets, street widening, sidewalks, survey monuments, street name signs, curb and gutter, street lights, driveways, traffic signals, and traffic control devices, parks and park maintenance, trails, sanitary sewer lines, water lines, storm drains (either within or outside the area), and other improvements incident to the above which the City of Billings may require.

This Waiver and Agreement is independent from all other agreements and is supported by sufficient independent consideration to which the undersigned are parties, and shall run with the land and shall be binding upon the undersigned, their successors and assigns, and the same shall be recorded in the office of the County Clerk and Recorder of Yellowstone County, Montana.

The real property hereinabove mentioned is more particularly described as follows:

*Founders Park Subdivision*

Signed and dated this 14<sup>th</sup> day of August, 2019.

**HABITAT FOR HUMANITY – MID-YELLOWSTONE VALLEY**

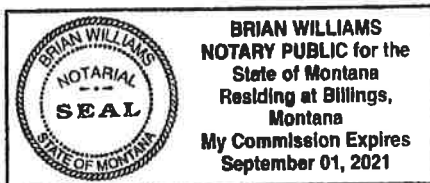
  
\_\_\_\_\_  
Executive Director

STATE OF MONTANA

County of Yellowstone

)  
: ss  
)

On this 14<sup>th</sup> day of August, 2019, before me, a Notary Public in and for the State of Montana, personally appeared Jim Woolyhand, known to me to be **HABITAT FOR HUMANITY – MID-YELLOWSTONE VALLEY**, the person who executed the forgoing instrument and acknowledged to me that he/she executed the same.



Notary Public in and for the State of Montana

Printed Name: Brian Williams

Residing at: 2000 Overland Ave Billings, MT

My commission expires: 9-1-21

PLAT OF  
**FOUNDERS PARK SUBDIVISION**

BEING TRACT 1B, AMENDED TRACT 1 OF CERTIFICATE OF SURVEY No. 1335  
SITUATED IN THE NW1/4 NE1/4 SECTION 23, T1N, R26E, PMM  
IN THE CITY OF BILLINGS, YELLOWSTONE COUNTY, MONTANA

PREPARED FOR : HABITAT FOR HUMANITY – MID-YELLOWSTONE VALLEY

APRIL 2019

PREPARED BY : **SANDERSON STEWART**



BILLINGS, MONTANA

**CERTIFICATE OF DEDICATION**

STATE OF MONTANA ) :ss  
County of Yellowstone )

KNOW ALL MEN BY THESE PRESENTS: That Habitat for Humanity – Mid-Yellowstone Valley, the owner of the following described tract of land, does hereby certify that it has caused to be surveyed, subdivided and platted into lots, blocks and streets as shown on the annexed plat, said tract being situated in the NW1/4 NE1/4 of Section 23, T. 1 N., R. 26 E., P.M.M., in the City of Billings, Yellowstone County, Montana, said tract being particularly described as follows, to-wit:

Tract 1B of Amended Tract 1, Certificate of Survey No. 1335 according to the official plat on file in the Office of the Clerk and Recorder of Yellowstone County, Montana, under Document No. 1080669, containing a gross area of 217,704 square feet and a net area of 167,152 square feet, more or less.

Pursuant to 76-3-621(1)(c) M.C.A. and City of Billings Subdivision Regulations the park requirement for this subdivision is being met by a cash donation in the amount of \$18,959.51.

The undersigned hereby grants unto all utility companies, as such are defined and established by Montana Law, and cable television companies, an easement for the location, maintenance, repair and removal of their lines over, under and across the areas designated on the plat as "UTILITY EASEMENT" to have and hold forever.

Said tract to be known and designated as PLAT OF FOUNDERS PARK SUBDIVISION, and the lands included in all streets, avenues, and parks as shown on the annexed plat are hereby granted and donated to the use of the public forever.

HABITAT FOR HUMANITY – MID-YELLOWSTONE VALLEY

By: \_\_\_\_\_  
Title: \_\_\_\_\_

STATE OF MONTANA ) :ss  
County of Yellowstone )

This instrument was acknowledged before me on the \_\_\_\_\_ day of \_\_\_\_\_, 2019, by \_\_\_\_\_ as \_\_\_\_\_ of Habitat for Humanity – Mid-Yellowstone Valley.

Signature of Notary

**CERTIFICATE OF SURVEYOR**

STATE OF MONTANA ) :ss  
County of Yellowstone )

The undersigned, a Montana Registered Land Surveyor, declares that during the month of April 2019 a survey was performed under his supervision of a tract of land to be known as FOUNDERS PARK SUBDIVISION, in accordance with the plat on file in the Office of the Clerk and Recorder of Yellowstone County, Montana, and as shown on the annexed plat; that the monuments found and set are of the character and occupy the positions shown hereon and that the gross area is 217,704 square feet and the net area is 167,152 square feet, more or less.

SANDERSON STEWART

By: Peter B. Knapp  
Montana Registration No. 8377-S  
Date: \_\_\_\_\_

**NOTICE OF PLANNING BOARD APPROVAL**

STATE OF MONTANA ) :ss  
County of Yellowstone )

This plat has been approved for filing by the Yellowstone County Board of Planning and conforms to the recommendations of this board.

Date \_\_\_\_\_ President \_\_\_\_\_  
Executive Secretary \_\_\_\_\_

**CERTIFICATE OF RIVERSTONE HEALTH**

This Subdivision Plat has been reviewed and approved by Riverstone Health and the Department of Environmental Quality

Health Officer or Authorized Representative \_\_\_\_\_ Date \_\_\_\_\_  
Yellowstone County Health Department  
c/o Riverstone Health

**ERRORS AND OMISSIONS REVIEW**

I hereby certify that I have examined the annexed and foregoing plat for errors and omissions in accordance with the requirements of the laws of the State of Montana, and that said plat conforms to the stipulating conditions and plat of the City of Billings as set forth as herein as circumstances will permit.

Examining Land Surveyor \_\_\_\_\_ Date \_\_\_\_\_

**CERTIFICATE OF COUNTY TREASURER**

I hereby certify that all real property taxes and special assessments have been paid per 76-3-611(1)(b) / 76-3-207(3), M.C.A.

Date \_\_\_\_\_  
Yellowstone County Treasurer \_\_\_\_\_  
By: \_\_\_\_\_ Deputy

**CERTIFICATE OF CITY ATTORNEY**

This document has been reviewed by the City Attorney's office and is acceptable as to form.

DATED: \_\_\_\_\_  
Reviewed by: \_\_\_\_\_

**CERTIFICATE OF CITY COUNCIL APPROVAL**

STATE OF MONTANA ) :ss  
County of Yellowstone )

We hereby certify that we have examined the annexed and foregoing PLAT OF FOUNDERS PARK SUBDIVISION and find that said plat conforms with the requirements of the laws of the State of Montana, and the requirements of The Yellowstone County Board of Planning. It is therefore approved and the dedication to public use of any and all lands shown on this plat as being dedicated to such use are accepted.

IN WITNESS WHEREOF, we have set our hands and the seal of the CITY OF BILLINGS, MONTANA, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

CITY OF BILLINGS, MONTANA

By: \_\_\_\_\_ Mayor  
Attest: \_\_\_\_\_ City Clerk

**CONSENT TO PLATTING**

Document No. \_\_\_\_\_

**RELEASE OF SANITARY RESTRICTIONS**

Document No. \_\_\_\_\_

**SUBDIVISION IMPROVEMENTS AGREEMENT**

Document No. \_\_\_\_\_

# PLAT OF FOUNDERS PARK SUBDIVISION

BEING TRACT 1B, AMENDED TRACT 1 OF CERTIFICATE OF SURVEY No. 1335  
SITUATED IN THE NW1/4 NE1/4 SECTION 23, T1N, R26E, PMM  
IN THE CITY OF BILLINGS, YELLOWSTONE COUNTY, MONTANA

PREPARED FOR : HABITAT FOR HUMANITY - MID-YELLOWSTONE VALLEY

PREPARED BY : SANDERSON STEWART

APRIL 2019

BILLINGS, MONTANA



BREWINGTON SUB.  
Lot 1  
-BLOCK 2-

WICKS

LANE

NORTH

COS No. 1935Am  
TRACT A-2

NE CORNER SECTION 23,  
2" BRASS CAP

THE BASIS OF BEARINGS FOR THIS SURVEY HAS BEEN DERIVED FROM GPS  
OBSERVATIONS AND IS BASED ON A NAD 83, LAMBERT CONFORMAL CONIC,  
SINGLE PARALLEL, LOW DISTORTION PROJECTION FOR THE CITY OF  
BILLINGS; HAVING A POINT OF ORIGIN AT 45°47'00" N LATITUDE AND  
108°25'00" W LONGITUDE WITH A SCALE FACTOR OF 1.0001515.  
DISTANCES ARE GRID, INTERNATIONAL FEET.  
THE GRID TO GROUND, COMBINED SCALE FACTOR = 1.00000258  
FOR THIS SURVEY GRID DISTANCE ESSENTIALLY EQUALS GROUND DISTANCE.  
THE CONVERGENCE ANGLE AT THE SOUTHWEST CORNER OF THIS  
SUBDIVISION = -0°01'40".

- FOUND SURVEY MONUMENT, AS NOTED
- SET 5/8" X 18" REBAR WITH CAP MARKED WITH THE  
LICENSE NUMBER OF THE UNDERSIGNED LAND  
SURVEYOR AND SANDERSON STEWART
- WC WITNESS CORNER
- BRASS CAP IN MONUMENT BOX TO BE SET UPON  
COMPLETION OF STREET IMPROVEMENTS.

CERT. OF SURVEY No.1307  
TRACT 1

HEYN SUB.  
2ND FILING  
-BLOCK 1-  
LOT 1

DENWAY PLACE

LOT 17

LOT 18

HEYN SUBDIVISION  
2ND FILING  
-BLOCK 1-  
LOT 19

LOT 20

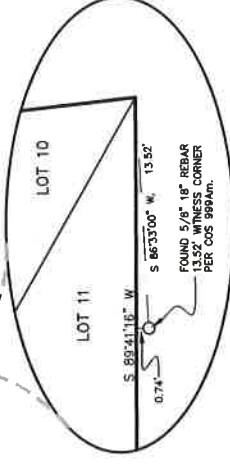
HOVEN SUB. AM.  
Lot 13A  
-BLOCK 1-

VICTORY AVE.

HOVEN SUB. AM.  
Lot 3A  
-BLOCK 3-



VICINITY MAP  
NOT TO SCALE



DETAIL  
NOT TO SCALE

**Regular City Council Meeting**

**Meeting Date:** 10/15/2019

**TITLE:** Payment of Claims for the week of September 3, 2019

**PRESENTED BY:** Andy Zoeller

**Department:** City Hall Administration

**Presentation:** No

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**PROBLEM/ISSUE STATEMENT**

Claims in the amount of \$1,394,854.32 have been audited and are presented for City Council payment approval. A complete listing of the claims for the week are available in the Finance Department.

**ALTERNATIVES ANALYZED**

No other alternatives were analyzed.

**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 Council approve the Payment of Claims.

**APPROVED BY CITY ADMINISTRATOR**

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**Attachments**

councilmemo09032019

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Check Date	Check#	Name	Fund Name	Amount	Item Desc
09/03/2019	826319	Ace Electric Inc	Water	\$ 4,990.00	Install Control System cable tray in WTP High Service
09/03/2019	826328	Archie Cochrane	Transit	\$ 22.49	5295508
09/03/2019	826328	Archie Cochrane	Property Ins	\$ 2,751.07	Inv. 847845-1 BPD #1417
09/03/2019	826328	Archie Cochrane	Transit	\$ 23.54	5294745
09/03/2019	826329	ArchiveSocial	IT Resources	\$ 2,798.00	Qty.12 Archive Standard 399 one month package
09/03/2019	826334	Big Sky Disaster Restor	Airport	\$ 3,533.80	TSA Building Mold Mitigation
09/03/2019	826350	Civicplus	Airport	\$ 564.34	Quarterly Custom Mobile App Fee Airport
09/03/2019	826350	Civicplus	IT Resources	\$ 78.75	SSL Certificate Quarterly Fee Renewal
09/03/2019	826350	Civicplus	IT Resources	\$ 6,137.77	Quarterly Hosting & Support Fees
09/03/2019	826350	Civicplus	Airport	\$ 287.96	Quarterly Civic Send Airport
09/03/2019	826350	Civicplus	IT Resources	\$ 287.96	Quarterly CivicSend IT
09/03/2019	826356	Crescent Electric Supply	Street/Traffic Oper	\$ 270.85	S506909782 PO NUM 308830
09/03/2019	826356	Crescent Electric Supply	Street/Traffic Oper	\$ 242.24	S506874896 PO NUM 308827
09/03/2019	826356	Crescent Electric Supply	Street/Traffic Oper	\$ 1.24	S506877492 PO NUM 308835
09/03/2019	826356	Crescent Electric Supply	Street/Traffic Oper	\$ 55.95	S506874896
09/03/2019	826356	Crescent Electric Supply	Street/Traffic Oper	\$ 533.00	S506878808 PO NUM 308829
09/03/2019	826356	Crescent Electric Supply	Street/Traffic Oper	\$ 1,247.74	S506844799.002 PO NUM 308828
09/03/2019	826356	Crescent Electric Supply	Street/Traffic Oper	\$ 201.30	S506909782
09/03/2019	826356	Crescent Electric Supply	Street/Traffic Oper	\$ 19.46	lamps for depot lights
09/03/2019	826356	Crescent Electric Supply	Street/Traffic Oper	\$ 194.01	cable for signals
09/03/2019	826357	Cummins Rocky Mt	Transit	\$ (250.00)	38-14159
09/03/2019	826357	Cummins Rocky Mt	Transit	\$ 1,172.90	38-14137
09/03/2019	826357	Cummins Rocky Mt	Transit	\$ 175.00	38-14203
09/03/2019	826357	Cummins Rocky Mt	Transit	\$ 14,460.34	38-14320
09/03/2019	826361	Davidson	General	\$ 3,153.75	August '19 Tuition Reimbursement
09/03/2019	826362	Dixie Petro-Chem	Water	\$ 3,752.00	Bulk Chlorine
09/03/2019	826363	DOWL	Water	\$ 18,563.75	WO 18-01 2018 Water & Sewer Sch 1 N 27th Watermain
09/03/2019	826364	Downtown Billings Partners	Tax Increment N 27th	\$ 23,286.75	Urban Revitalization District operating agreement
09/03/2019	826374	Ferguson Enterprises	Water	\$ 1,655.31	SAFETY FLG KIT A30101 P/N: A30101
09/03/2019	826374	Ferguson Enterprises	Water	\$ 437.40	BONNET GASKET MUELLER - A-10 CENTURION HYDRANT
09/03/2019	826374	Ferguson Enterprises	Water	\$ 479.04	11/16" SHELL CUTTER - 3/4" TAP P/N: 681919
09/03/2019	826376	First American Title	CDBG	\$ 15,000.00	FTHB Edward Smith 421 South 37th
09/03/2019	826377	FirstMark Construction	Storm Sewer	\$ 2,946.64	Sam Snead Storm Drain Improvements; RetRel 1F
09/03/2019	826382	Goetz Baldwin & Geddes	General	\$ 1,039.24	Watters et al v. COB
09/03/2019	826382	Goetz Baldwin & Geddes	General	\$ 20,587.18	Inv. #27149 Watters et al v. COB
09/03/2019	826387	Hardrives Construction	Water	\$ 6,929.31	Asphalt & Crack Sealing on Road to Staples Reservoir
09/03/2019	826388	HDR, Inc.	Water	\$ 79,946.06	WO 19-12 West End Reservoir; 1200210187/4
09/03/2019	826388	HDR, Inc.	Wastewater	\$ 137,455.54	WO 14-11 Nutrient Upgrade Expansion & Improvements
09/03/2019	826388	HDR, Inc.	Solid Waste	\$ 45,838.21	WO 17-12 Landfill Drop-off Facility; 1200211464/25
09/03/2019	826388	HDR, Inc.	Water	\$ 17,102.23	WO 18-22 Leavens Reservoir Expansion & Zone 1 Improvements
09/03/2019	826388	HDR, Inc.	Wastewater	\$ 10,775.33	WO 19-21 WRF Influent Lift Station

Check Date	Check#	Name	Fund Name	Amount	Item Desc
09/03/2019	826388	HDR, Inc.	Wastewater	\$ 23,169.14	W.O. 19-05 Hydrogen Sulfide Mitigation Plan
09/03/2019	826388	HDR, Inc.	Arterial Streets	\$ 5,636.14	WO 19-38 Monad 19th - 20th Connection
09/03/2019	826388	HDR, Inc.	Wastewater	\$ 6,965.92	WO 19-11 WRF Nutrient Recovery & Biosolids Facilities Plan
09/03/2019	826388	HDR, Inc.	Tax Increment South	\$ 582.71	WO 17-06 Midland Road Improvements
09/03/2019	826388	HDR, Inc.	Water	\$ 899.81	WO 18-22 WT Facility High Service Pump H2-2 Replacement
09/03/2019	826390	I-State Truck, Inc.	Street/Traffic Oper	\$ (50,000.00)	Trade unit 1180/1279' unit 1181/1281 & unit 1188/1284
09/03/2019	826390	I-State Truck, Inc.	Street/Traffic Oper	\$ 9,504.00	5yr engine/transmission warranty
09/03/2019	826390	I-State Truck, Inc.	Street/Traffic Oper	\$ 472,146.00	2019 37,000 GVW single axle truck with dump/sander/plow
09/03/2019	826391	Ingram Library Services	Library	\$ 48.62	41295846
09/03/2019	826391	Ingram Library Services	Library	\$ 323.79	41295853
09/03/2019	826391	Ingram Library Services	Library	\$ 10.80	41295854
09/03/2019	826391	Ingram Library Services	Library	\$ 107.74	41295849
09/03/2019	826391	Ingram Library Services	Library	\$ 7.66	41295852
09/03/2019	826391	Ingram Library Services	Library	\$ 94.26	41193758
09/03/2019	826391	Ingram Library Services	Library	\$ 10.00	41193759
09/03/2019	826391	Ingram Library Services	Library	\$ 23.94	41193760
09/03/2019	826391	Ingram Library Services	Library	\$ 45.02	41193762
09/03/2019	826391	Ingram Library Services	Library	\$ 55.31	41193766
09/03/2019	826391	Ingram Library Services	Library	\$ 17.10	41193765
09/03/2019	826391	Ingram Library Services	Library	\$ 115.74	41312460
09/03/2019	826391	Ingram Library Services	Library	\$ 44.18	41295853
09/03/2019	826391	Ingram Library Services	Library	\$ 13.79	41295853
09/03/2019	826391	Ingram Library Services	Library	\$ 4.71	41193764
09/03/2019	826391	Ingram Library Services	Library	\$ 62.67	41295850
09/03/2019	826391	Ingram Library Services	Library	\$ 449.68	41295853
09/03/2019	826391	Ingram Library Services	Library	\$ 16.49	41295848
09/03/2019	826391	Ingram Library Services	Library	\$ 251.23	41193762
09/03/2019	826391	Ingram Library Services	Library	\$ 51.91	41193762
09/03/2019	826391	Ingram Library Services	Library	\$ 277.53	41295849
09/03/2019	826391	Ingram Library Services	Library	\$ 22.00	41295853
09/03/2019	826391	Ingram Library Services	Library	\$ 15.33	41193756
09/03/2019	826391	Ingram Library Services	Library	\$ 14.99	41193758
09/03/2019	826391	Ingram Library Services	Library	\$ 22.00	41295849
09/03/2019	826391	Ingram Library Services	Library	\$ 17.70	41295849
09/03/2019	826391	Ingram Library Services	Library	\$ 29.73	41193763
09/03/2019	826391	Ingram Library Services	Library	\$ 35.94	41295851
09/03/2019	826391	Ingram Library Services	Library	\$ 15.33	411936757
09/03/2019	826391	Ingram Library Services	Library	\$ 9.60	41193758
09/03/2019	826391	Ingram Library Services	Library	\$ 42.06	41193761
09/03/2019	826391	Ingram Library Services	Library	\$ 124.93	41193762
09/03/2019	826391	Ingram Library Services	Library	\$ 1,249.45	41312457

Check Date	Check#	Name	Fund Name	Amount	Item Desc
09/03/2019	826391	Ingram Library Services	Library	\$ 113.25	113.25
09/03/2019	826391	Ingram Library Services	Library	\$ 28.04	41295847
09/03/2019	826391	Ingram Library Services	Library	\$ 27.90	41312458
09/03/2019	826392	Integrated Info Solution	IT Resources	\$ 1,090.00	Lenovo 6173-L2U sn78-BT477 renewal
09/03/2019	826392	Integrated Info Solution	IT Resources	\$ 6,322.00	9407-M15 , 3573 L2U, 2072 24E
09/03/2019	826393	Interstate Power Systems	Transit	\$ 312.01	C007050299:01
09/03/2019	826393	Interstate Power Systems	Transit	\$ 2,351.33	C007050321:01 PO NUM 308824
09/03/2019	826393	Interstate Power Systems	Fleet	\$ 347.10	C007050294.01 PO NUM 308840
09/03/2019	826393	Interstate Power Systems	Water	\$ 107.34	C007050385.01
09/03/2019	826400	Knife River	Street/Traffic Oper	\$ 6,334.35	asphalt
09/03/2019	826400	Knife River	Street/Traffic Oper	\$ 3,768.60	asphalt
09/03/2019	826400	Knife River	Street/Traffic Oper	\$ 528.00	3/8" chips
09/03/2019	826400	Knife River	Street/Traffic Oper	\$ 1,101.65	asphalt
09/03/2019	826400	Knife River	Street/Traffic Oper	\$ 108.85	1 1/2" crushed base
09/03/2019	826400	Knife River	Street/Traffic Oper	\$ 81.90	1 1/2" crushed base
09/03/2019	826400	Knife River	Street/Traffic Oper	\$ 141.60	1 1/2" crushed base
09/03/2019	826414	Midland Implement	Parks Maintenance	\$ 3,696.80	Irrigation parts for Olympic Sub
09/03/2019	826422	MT State Fireman	Payroll Clearing	\$ 3,679.73	Payroll Summary
09/03/2019	826423	Morrison Maierle	Water	\$ 3,485.00	WO1815 Voelker Pump Station Improvements
09/03/2019	826423	Morrison Maierle	Wastewater	\$ 47,829.35	WO1901 2019 Water/Sewer Replacement Project
09/03/2019	826423	Morrison Maierle	Water	\$ 14,066.89	WO 17-16 Zone 4 North Fox Pump Station
09/03/2019	826424	Moulton Bellingham	General	\$ 23,333.50	Inv. #131359 Houser WWFF
09/03/2019	826424	Moulton Bellingham	General	\$ 957.00	Inv.# 131455 Good Stuff Zoning Violations
09/03/2019	826424	Moulton Bellingham	General	\$ 3,590.00	Inv.# 131360 Abromeit et al v. COB
09/03/2019	826424	Moulton Bellingham	General	\$ 67.50	Ron Hill v. COB et al
09/03/2019	826424	Moulton Bellingham	General	\$ 225.00	Inv.# 131092 Watters et al v. COB
09/03/2019	826424	Moulton Bellingham	General	\$ 1,735.50	Inv. #130974 Good Stuff Zoning Violations
09/03/2019	826424	Moulton Bellingham	General	\$ 832.50	Inv.# 131106 County Water District Contract Dispute
09/03/2019	826424	Moulton Bellingham	General	\$ 270.00	Inv.# 131103 Ron Hill v. COB et al
09/03/2019	826424	Moulton Bellingham	General	\$ 517.50	Inv.# 131361 County Water District Contract Dispute
09/03/2019	826424	Moulton Bellingham	General	\$ 2,588.77	Inv. #131105 Abromeit et al v. COB
09/03/2019	826424	Moulton Bellingham	General	\$ 19,046.90	Inv.# 131104 Houser WWFF
09/03/2019	826430	NorthWestern Energy	General	\$ 17.52	0723051-9
09/03/2019	826430	NorthWestern Energy	Public Safety	\$ 551.96	0712537-0
09/03/2019	826430	NorthWestern Energy	General	\$ 16.02	0722261-5
09/03/2019	826430	NorthWestern Energy	General	\$ 71.59	0723052-7
09/03/2019	826430	NorthWestern Energy	Facilities Mngmt	\$ 7,713.41	0100507-3
09/03/2019	826430	NorthWestern Energy	Parking	\$ 1,506.34	0720834-1
09/03/2019	826430	NorthWestern Energy	General	\$ 169.66	0722265-6
09/03/2019	826430	NorthWestern Energy	Facilities Mngmt	\$ 61.90	3602453-7
09/03/2019	826430	NorthWestern Energy	General	\$ 69.30	0723044-4

Check Date	Check#	Name	Fund Name	Amount	Item Desc
09/03/2019	826430	NorthWestern Energy	Parking	\$ 364.21	0720829-1
09/03/2019	826430	NorthWestern Energy	Parking	\$ 72.37	3463478-2
09/03/2019	826430	NorthWestern Energy	General	\$ 34.83	0722262-3
09/03/2019	826430	NorthWestern Energy	General	\$ 33.20	0723038-6
09/03/2019	826430	NorthWestern Energy	Transit	\$ 127.11	1784756-7
09/03/2019	826430	NorthWestern Energy	Public Safety	\$ 246.56	1984150-1
09/03/2019	826430	NorthWestern Energy	Parking	\$ 10.73	3279035-4
09/03/2019	826430	NorthWestern Energy	Facilities Mngmt	\$ 1,798.82	3602454-5
09/03/2019	826430	NorthWestern Energy	General	\$ 359.47	0722260-7
09/03/2019	826430	NorthWestern Energy	General	\$ 870.72	0723170-7
09/03/2019	826430	NorthWestern Energy	Public Safety	\$ 314.67	1984155-0
09/03/2019	826430	NorthWestern Energy	Transit	\$ 24.95	0712764-0
09/03/2019	826430	NorthWestern Energy	General	\$ 639.56	0722257-3
09/03/2019	826430	NorthWestern Energy	Parks Maintenance	\$ 239.22	1059093-3
09/03/2019	826430	NorthWestern Energy	Parking	\$ 1,358.03	3067416-2
09/03/2019	826430	NorthWestern Energy	General	\$ 7.65	0723090-7
09/03/2019	826430	NorthWestern Energy	General	\$ 6.10	0831702-6
09/03/2019	826430	NorthWestern Energy	General	\$ 108.76	0712683-2
09/03/2019	826430	NorthWestern Energy	Public Safety	\$ 420.21	0720840-8
09/03/2019	826430	NorthWestern Energy	Parking	\$ 671.07	1594282-4
09/03/2019	826430	NorthWestern Energy	General	\$ 12.77	0722268-0
09/03/2019	826430	NorthWestern Energy	General	\$ -	0723027-9
09/03/2019	826430	NorthWestern Energy	Water	\$ 519.28	20852903-2 AUG 2019; MONTHLY SERVICE FEE
09/03/2019	826430	NorthWestern Energy	P.W. Admin	\$ 216.25	Depot Electricity #1741314-7
09/03/2019	826430	NorthWestern Energy	Airport	\$ 399.96	0712792-1. IP-7. August 2019
09/03/2019	826430	NorthWestern Energy	Engineering	\$ 864.98	Depot Electricity #1741314-7
09/03/2019	826430	NorthWestern Energy	Airport	\$ 1,079.95	0712800-2. IP-9. August 2019
09/03/2019	826430	NorthWestern Energy	Library	\$ 11,471.07	Electric usage
09/03/2019	826430	NorthWestern Energy	Airport	\$ 29,848.87	0100482-9. Vault Main. August 2019
09/03/2019	826430	NorthWestern Energy	Airport	\$ 319.56	0712809-3. IP11(12). Alpine. August 2019
09/03/2019	826430	NorthWestern Energy	Engineering	\$ 34.72	Depot Parking Lot Electricity #0698856-2
09/03/2019	826430	NorthWestern Energy	P.W. Admin	\$ 8.68	Depot Parking Lot Electricity #0698856-2
09/03/2019	826430	NorthWestern Energy	Wastewater	\$ 357.15	1756893-2 AUG 2019; MONTHLY SERVICE FEE
09/03/2019	826431	PayneWest Insurance	General	\$ 78.00	August '19 E&O Bond Sharon
09/03/2019	826431	PayneWest Insurance	Solid Waste	\$ 13,543.00	Landfill Reconfiguration; 244471
09/03/2019	826432	Performance Eng & Consult	Water	\$ 21,595.90	WO 1910 Jellison Road Water Main; 2018-086-009
09/03/2019	826434	Precision Concrete Cutting	Sidwalk Haz Repair Pro	\$ 4,348.08	WO 19-26 Small Concrete Repair; Pmt 2
09/03/2019	826434	Precision Concrete Cutting	Sidwalk Haz Repair Pro	\$ -	Change Order to Switch Funding Source
09/03/2019	826440	Rimrock Foundation	Municipal Court Grants	\$ 1,000.00	19 July No Ins., copays, deductibles
09/03/2019	826440	Rimrock Foundation	Municipal Court Grants	\$ 500.00	19 July Screenings DUI
09/03/2019	826440	Rimrock Foundation	Municipal Court Grants	\$ 1,620.00	19 July Ancillary DUI

Check Date	Check#	Name	Fund Name	Amount	Item Desc
09/03/2019	826440	Rimrock Foundation	Municipal Court Grants	\$ 1,080.00	19 July Ancillary CTC
09/03/2019	826440	Rimrock Foundation	Municipal Court Grants	\$ 2,328.12	1p July No Ins., copays, deduct.
09/03/2019	826440	Rimrock Foundation	Municipal Court Grants	\$ 100.00	19 July Screenings CTC
09/03/2019	826441	Riverstone Health	General	\$ 11,250.00	Air Quality Monitoring July - September
09/03/2019	826444	Sanderson Stewart	Tax Increment South	\$ 42,712.90	WO 19-22 King Ave. E (Orchard to Jackson); 46644/4
09/03/2019	826444	Sanderson Stewart	Tax Increment East	\$ 1,904.89	WO 18-06 EBURD N 10TH ST to N 13TH St; 46642/21
09/03/2019	826444	Sanderson Stewart	Water	\$ 13,996.87	WO 19-01 Water/Sewer Replacement Project; RetRel 1
09/03/2019	826449	Sk Geotechnical Corp	Solid Waste	\$ 8,605.00	WO 20-05 Landfill Main Access Rd
09/03/2019	826451	Stewart Title Company	CDBG	\$ 15,000.00	FTHB Linda Kyro 3285 Canyon Drive #3
09/03/2019	826453	Sundown Security	Airport	\$ 2,600.96	Invoice #51926. Skycap Services 8/9/19 - 8/15/19
09/03/2019	826457	Terracon Consultants	Arterial Streets	\$ 3,500.00	WO 19-03 2019 Street Maintenance; TC37411/1
09/03/2019	826459	Titan Machinery Inc	Street/Traffic Oper	\$ 2,940.00	brooms for sweepers
09/03/2019	826461	Town & Country Supply	Water	\$ 16,349.04	WATER PARTS AND SUPPLIES PO NUM 308754
09/03/2019	826461	Town & Country Supply	Fleet	\$ 18,870.95	402018 PO NUM 308826
09/03/2019	826461	Town & Country Supply	Water	\$ 366.26	NONSTOCKING ITEMS-P.U.D.
09/03/2019	826461	Town & Country Supply	Fleet	\$ 7,642.89	401515 PO NUM 308836
09/03/2019	826461	Town & Country Supply	Fleet	\$ 7,768.40	401476 PO NUM 308836
09/03/2019	826461	Town & Country Supply	Transit	\$ 11,751.44	402032 PO NUM 308831
09/03/2019	826466	Value Line Publishing	Library	\$ 4,595.00	Value Line database renewal
09/03/2019	826471	Verizon Wireless	Parking	\$ 26.97	Parking
09/03/2019	826471	Verizon Wireless	Water	\$ 26.97	PWBLKNP Water Treatment Brian Risser
09/03/2019	826471	Verizon Wireless	General	\$ 112.94	City Administrator
09/03/2019	826471	Verizon Wireless	Public Safety	\$ 80.02	Police iPad St John & Police iPad Lawrence
09/03/2019	826471	Verizon Wireless	Public Safety	\$ 40.01	Police MiFi
09/03/2019	826471	Verizon Wireless	Water	\$ 282.02	PW-Distribution Collection Tablets 60/40
09/03/2019	826471	Verizon Wireless	Street/Traffic Oper	\$ 53.94	PW-Streets iPads
09/03/2019	826471	Verizon Wireless	General	\$ 26.97	Code Enforcement
09/03/2019	826471	Verizon Wireless	Police Programs	\$ 80.02	CCSIU RAVEN
09/03/2019	826471	Verizon Wireless	Water	\$ 26.97	PW Belknap Meter Shop
09/03/2019	826471	Verizon Wireless	Water	\$ 80.91	PW-DIS-COLL Cityworks 60/40
09/03/2019	826471	Verizon Wireless	Engineering	\$ 134.85	PW-Engineering
09/03/2019	826471	Verizon Wireless	Public Safety	\$ 663.50	MDT Toughbooks
09/03/2019	826471	Verizon Wireless	Water	\$ 161.82	PWBLNP Comm-Meter CityWorks/Neptune
09/03/2019	826471	Verizon Wireless	Wastewater	\$ 188.02	PW-Distribution Collection Tablets 60/40
09/03/2019	826471	Verizon Wireless	Solid Waste	\$ 26.99	PW Dozer Trimble Dozer
09/03/2019	826471	Verizon Wireless	Police Programs	\$ 161.90	CCSIU MDT
09/03/2019	826471	Verizon Wireless	Solid Waste	\$ 107.88	PW-Solid Waste
09/03/2019	826471	Verizon Wireless	Airport	\$ 54.23	Airport
09/03/2019	826471	Verizon Wireless	Police Programs	\$ 412.68	CCSIU Cell/PTT
09/03/2019	826471	Verizon Wireless	Library	\$ 80.91	LBRY OTRCH Library Outreach
09/03/2019	826471	Verizon Wireless	Wastewater	\$ 53.94	PW-DIS-COLL Cityworks 60/40

Check Date	Check#	Name	Fund Name	Amount	Item Desc
09/03/2019	826471	Verizon Wireless	Street/Traffic Oper	\$ 161.82	PW-Streets City Works
09/03/2019	826471	Verizon Wireless	Library	\$ 26.89	Library
09/03/2019	826471	Verizon Wireless	Solid Waste	\$ 429.30	Solid Waste Tablets -Routware
09/03/2019	826471	Verizon Wireless	Solid Waste	\$ 270.82	PW-SW-ON CALL Solid Waste On Call
09/03/2019	826471	Verizon Wireless	Transit	\$ 308.27	MET AVL
09/03/2019	826477	Yellowstone County	General	\$ 4,699.75	FY 20 City of Billings City Court Tech. Fees
09/03/2019	826478	Yllwstn Valley An Shelter	Public Safety	\$ 22,855.58	contract 7-22-19/8-21-19

**Regular City Council Meeting**

**Meeting Date:** 10/15/2019

**TITLE:** Payment of Claims for the week of September 9, 2019

**PRESENTED BY:** Andy Zoeller, Finance Director

**Department:** City Hall Administration

**Presentation:** No

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**PROBLEM/ISSUE STATEMENT**

Claims in the amount of \$3,886,997.82 have been audited and are presented for City Council payment approval. A complete listing of the claims for the week are available in the Finance Department.

**ALTERNATIVES ANALYZED**

- No other alternative were analyzed

**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 Council approve the Payment of Claims.

**APPROVED BY CITY ADMINISTRATOR**

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**Attachments**

councilmemo\_09092019

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Check Date	Check#	Name	Fund Name	Amount	Item Desc
09/09/2019	826479	360 Office Solutions	Library	\$ (40.38)	Credit 307021-0
09/09/2019	826479	361 Office Solutions	Library	\$ (101.98)	Credit 307021-1
09/09/2019	826479	362 Office Solutions	Library	\$ 3,432.23	Invoice 355027-0
09/09/2019	826479	363 Office Solutions	Library	\$ (709.97)	Credit 282382-0
09/09/2019	826479	364 Office Solutions	Library	\$ 1,507.17	Invoice 355027-1
09/09/2019	826484	Alta Planning & Design	City County Planning	\$ 2,531.00	Wayfinding Signage Plan
09/09/2019	826492	Big Sky Linen	Wastewater	\$ 332.02	9390 9..4..19; FLOOR MATS
09/09/2019	826492	Big Sky Linen	Water	\$ 498.03	9390 9..4..19; FLOOR MATS
09/09/2019	826492	Big Sky Linen	Water	\$ 889.20	2600 9..4..19; MONTHLY UNIFORM FEES
09/09/2019	826492	Big Sky Linen	Water	\$ 641.25	2600 9..4..19; MONTHLY UNIFORM FEES
09/09/2019	826492	Big Sky Linen	Wastewater	\$ 10.80	2600 9..4..19; MONTHLY UNIFORM FEES
09/09/2019	826492	Big Sky Linen	Wastewater	\$ 427.50	2600 9..4..19; MONTHLY UNIFORM FEES
09/09/2019	826492	Big Sky Linen	Water	\$ 224.10	2600 9..4..19; MONTHLY UNIFORM FEES
09/09/2019	826492	Big Sky Linen	Water	\$ 35.10	2600 9..4..19; MONTHLY UNIFORM FEES
09/09/2019	826492	Big Sky Linen	Wastewater	\$ 776.70	2600 9..4..19; MONTHLY UNIFORM FEES
09/09/2019	826496	Billings Depot	P.W. Admin	\$ 2,729.30	September Rent
09/09/2019	826496	Billings Depot	Engineering	\$ 10,917.20	September Rent
09/09/2019	826507	Business Tax Section	Sidewalk Construction	\$ 127.75	WO 19-02 Missing Sidewalk Project; Pmt 2
09/09/2019	826507	Business Tax Section	Gas Tax	\$ 554.94	WO 19-02 Missing Sidewalk Project; Pmt 2
09/09/2019	826507	Business Tax Section	Storm Sewer	\$ 562.53	WO 19-36 S 38th St W Storm Drain Improvements
09/09/2019	826507	Business Tax Section	Solid Waste	\$ 6,775.74	WO 17-12 Landfill Reconfiguration; Pmt 6
09/09/2019	826507	Business Tax Section	Water	\$ 753.11	2018 Water & Sewer Replacement - Sch1 North 27th Water Main
09/09/2019	826507	Business Tax Section	Storm Sewer	\$ -	WO 18-06 EBURD 10th to 13th Infrastructure
09/09/2019	826507	Business Tax Section	SID Construction	\$ -	WO 18-06 EBURD 10th to 13th Infrastructure
09/09/2019	826507	Business Tax Section	Wastewater	\$ 1,146.62	WO 18-06 EBURD 10th to 13th Infrastructure; Pmt 6
09/09/2019	826507	Business Tax Section	Tax Increment East	\$ 249.67	WO 18-06 EBURD 10th to 13th Infrastructure; Pmt 6
09/09/2019	826507	Business Tax Section	Rose Pool Const	\$ 6,816.84	Centennial Park phase 1 construction-FristMark Construction
09/09/2019	826507	Business Tax Section	Storm Sewer	\$ 38.80	WO 19-41 54th/Rimrock Storm Drain Improvements; Pmt 3F
09/09/2019	826507	Business Tax Section	Water	\$ 154.81	WO 1716 Fox Pump Station Improvements; Pmt 10F
09/09/2019	826507	Business Tax Section	Street/Traffic Oper	\$ 3,440.17	WO 19-44 Shiloh Roundabouts Landscaping; Pmt 2
09/09/2019	826507	Business Tax Section	Airport	\$ 66.85	Replace 67 Existing Light Fixtures with new LED Fixtures
09/09/2019	826507	Business Tax Section	Arterial Streets	\$ 1,157.01	WO 19-03 City Overlay; Pmt 1
09/09/2019	826507	Business Tax Section	Gas Tax	\$ 10,252.12	WO 19-03 City Overlay; Pmt 1
09/09/2019	826507	Business Tax Section	Storm Sewer	\$ 380.28	WO 17-26 62nd & Rimrock Stormwater Detention Pond Pmt 5
09/09/2019	826513	Century Link	Telephone System	\$ 84.26	406-248-9124 Met Measured Lines 406-248-9179
09/09/2019	826513	Century Link	Transit	\$ 51.38	406-254-7038 MET Transit
09/09/2019	826513	Century Link	Airport	\$ 39.60	406-245-1044 Airport Terminal Power M
09/09/2019	826513	Century Link	Telephone System	\$ 81.42	406-248-3329 Airport Measured Lines 406-248-9989
09/09/2019	826513	Century Link	IT Resources	\$ 39.60	406-245-4437 Kenco Security Alarm IT Alarm
09/09/2019	826513	Century Link	EOC 911	\$ 0.66	406-255-9702 E911 Backup Line 4 Call Reroute
09/09/2019	826513	Century Link	Library	\$ 61.94	Library 6 lines

Check Date	Check#	Name	Fund Name	Amount	Item Desc
09/09/2019	826513	Century Link	Solid Waste	\$ 119.84	406-245-9820 Solid Waste Landfil
09/09/2019	826513	Century Link	Public Safety	\$ 40.71	406-245-1743 Fire Elevator
09/09/2019	826513	Century Link	Public Safety	\$ 39.64	406-245-6600 Crime Prevention Alarm
09/09/2019	826513	Century Link	Public Safety	\$ 49.97	406-655-0728 Fire Maintenance Shop
09/09/2019	826513	Century Link	Telephone System	\$ 185.83	Library 6 lines
09/09/2019	826513	Century Link	Street/Traffic Oper	\$ 39.60	406-245-9906 PW Traffic Signal 4th 27
09/09/2019	826513	Century Link	EOC 911	\$ 7,311.47	406-255-9700 E911
09/09/2019	826513	Century Link	Solid Waste	\$ 65.27	406-245-7193 Solid Waste Landfill
09/09/2019	826516	Chicago Title of MT	CDBG	\$ 15,000.00	FTHB Amberle Blaine 1119 Megan Circle
09/09/2019	826518	Clancy Consultants	Wastewater	\$ 662.00	Strategic Planning Sessions for PW Leadership Team
09/09/2019	826518	Clancy Consultants	Wastewater	\$ 662.00	Strategic Planning Sessions for PW Leadership Team
09/09/2019	826518	Clancy Consultants	Engineering	\$ 662.00	Strategic Planning Sessions for PW Leadership Team
09/09/2019	826518	Clancy Consultants	Solid Waste	\$ 662.00	Strategic Planning Sessions for PW Leadership Team
09/09/2019	826518	Clancy Consultants	P.W. Admin	\$ 663.00	Strategic Planning Sessions for PW Leadership Team
09/09/2019	826518	Clancy Consultants	Water	\$ 662.00	Strategic Planning Sessions for PW Leadership Team
09/09/2019	826518	Clancy Consultants	Street/Traffic Oper	\$ 662.00	Strategic Planning Sessions for PW Leadership Team
09/09/2019	826519	CMG AC, LLC	Storm Sewer	\$ 37,648.63	WO 17-26 62nd & Rimrock Stormwater Detention Pond Pmt 5
09/09/2019	826522	Community Seven	General	\$ 14,487.50	Peg Fees - 1st Qtr 2020 payment
09/09/2019	826523	Community Solutions	Municipal Ct Grants	\$ 210.00	19 Aug. CSI GPS
09/09/2019	826523	Community Solutions	Municipal Ct Grants	\$ 500.00	19 Aug. CSI BAMTC Field Contacts
09/09/2019	826523	Community Solutions	Municipal Ct Grants	\$ 780.00	19 Aug. CSI BAMTC EtG
09/09/2019	826523	Community Solutions	Municipal Ct Grants	\$ 780.00	19 Aug. CST EtG
09/09/2019	826523	Community Solutions	Municipal Ct Grants	\$ 500.00	19 Aug. CSI ETC EtG
09/09/2019	826525	Cop Construction Co	Water	\$ 74,557.89	Water & Sewer Replacement - Sch1 North 27th Water Main
09/09/2019	826525	Cop Construction Co	Water	\$ 15,326.19	WO 17-16 Fox Pump Station Improvements; Pmt 10F
09/09/2019	826527	Co Water District- Heights	Parks Maintenance	\$ 817.74	water charges for luthernpark-10112
09/09/2019	826527	Co Water District- Heights	Parks Maintenance	\$ 3,315.83	water charges for walden grove park-30388
09/09/2019	826527	Co Water District- Heights	Parks Maintenance	\$ 2,348.52	water charges for uinta park-17140
09/09/2019	826527	Co Water District- Heights	Parks Maintenance	\$ 1,741.49	water charges for frances's park-16219
09/09/2019	826527	Co Water District- Heights	Parks Maintenance	\$ 863.98	water charges for rolling hills park-09174
09/09/2019	826527	Co Water District- Heights	General	\$ 2,118.95	water charges for arrowhead park-13138
09/09/2019	826527	Co Water District- Heights	General	\$ 20.34	water charges for arrowhead park-13137
09/09/2019	826527	Co Water District- Heights	Parks Maintenance	\$ 3,372.79	water charges for twin oaks park-17196
09/09/2019	826527	Co Water District- Heights	General	\$ 323.94	water charges for cleavenger park-01019
09/09/2019	826527	Co Water District- Heights	General	\$ 3,974.73	water charges for primrose park-06100
09/09/2019	826527	Co Water District- Heights	General	\$ 3,949.85	water charges for hawthorne park-08163
09/09/2019	826539	DHM Design Corporation	Park District 1	\$ 11,022.97	Coulson Park master plan
09/09/2019	826541	Downtown Billings BID	Parks Maintenance	\$ 5,000.00	Quarterly charges for PMD 11 & 13
09/09/2019	826541	Downtown Billings BID	Parks Maintenance	\$ 5,000.00	Quarterly charges for PMD 11 & 13
09/09/2019	826542	EBMS	City Health Ins Fund	\$ 1,011.50	September 2019 Fee Breakdown
09/09/2019	826542	EBMS	City Health Ins Fund	\$ 4,558.45	September 2019 Fee Breakdown

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09/09/2019	826542	EBMS	City Health Ins Fund	\$ 1,400.00	September 2019 Fee Breakdown
09/09/2019	826542	EBMS	City Health Ins Fund	\$ 52,953.94	September 2019 Fee Breakdown
09/09/2019	826542	EBMS	City Health Ins Fund	\$ 3,531.00	September 2019 Fee Breakdown
09/09/2019	826542	EBMS	City Health Ins Fund	\$ 26,842.74	September 2019 Fee Breakdown
09/09/2019	826545	Energy Laboratories	Wastewater	\$ 100.00	259423; CHEMICAL TESTING
09/09/2019	826545	Energy Laboratories	Water	\$ 2,730.00	258231; CHEMICAL TESTING
09/09/2019	826545	Energy Laboratories	Wastewater	\$ 100.00	257994; CHEMICAL TESTING
09/09/2019	826545	Energy Laboratories	Wastewater	\$ 250.00	258435; CHEMICAL TESTING
09/09/2019	826549	First Montana Title	CDBG	\$ 10,000.00	FTHB David Magana 741 St. Johns
09/09/2019	826550	FirstMark Construction	Sidewalk Construction	\$ 12,647.51	WO 19-02 Missing Sidewalk Project; Pmt 2
09/09/2019	826550	FirstMark Construction	Gas Tax	\$ 54,939.21	WO 19-02 Missing Sidewalk Project; Pmt 2
09/09/2019	826550	FirstMark Construction	Storm Sewer	\$ 3,841.20	WO 19-41 54th/Rimrock Storm Drain Improve; Pmt 3F
09/09/2019	826550	FirstMark Construction	Rose Pool Const	\$ 674,867.16	Construct phase 1 of Centennial Park
09/09/2019	826551	Fisher Sand & Gravel	Street/Traffic Oper	\$ 3,592.96	asphalt
09/09/2019	826557	Good Earth Works	Street/Traffic Oper	\$ 340,576.23	WO 19-44 Shiloh Roundabouts Landscaping; Pmt 2
09/09/2019	826559	Great West Engineering	Solid Waste	\$ 6,907.70	WO 19-19 Landfill Cells 3&4 Partial Closure; Pmt 4
09/09/2019	826559	Great West Engineering	Solid Waste	\$ 942.50	Miscellaneous engineering Services for the Landfill 20048
09/09/2019	826563	Hansers Automotive	Public Safety	\$ 3,500.00	2123
09/09/2019	826566	HDR, Inc.	Water	\$ 26,776.48	WO 18-23 Water Master Plan Update; Pmt 7
09/09/2019	826567	Healthy Is	City Health Ins Fund	\$ 19,999.74	Quarterly Wellness Consulting 9-1-19 to 11-30-19
09/09/2019	826568	High Point Networks	IT Resources	\$ 18,832.00	Dell/EMC SAN Expansion
09/09/2019	826576	Jay's Waterline Repair	Water	\$ 24,858.90	WATER SERVICE CURB VALVE REPAIR BID LIST
09/09/2019	826582	Kadrmass Lee & Jackson	Water	\$ 91,538.50	WO 19-01 South Side Triangle Water Main Replacement; Pmt 4
09/09/2019	826587	Knife River	Gas Tax	\$ 1,014,959.58	WO 19-03 City Overlay; Pmt 1
09/09/2019	826587	Knife River	Arterial Streets	\$ 114,543.79	WO 19-03 City Overlay; Pmt 1
09/09/2019	826587	Knife River	Street/Traffic Oper	\$ 4,518.25	asphalt
09/09/2019	826587	Knife River	Storm Sewer	\$ -	WO 18-06 EBURD 10th to 13th Infrastructure
09/09/2019	826587	Knife River	Tax Increment East	\$ 24,717.77	WO 18-06 EBURD 10th to 13th Infrastructure; Pmt 6
09/09/2019	826587	Knife River	Wastewater	\$ 113,515.39	WO 18-06 EBURD 10th to 13th Infrastructure; Pmt 6
09/09/2019	826587	Knife River	SID Construction	\$ -	WO 18-06 EBURD 10th to 13th Infrastructure
09/09/2019	826587	Knife River	Street/Traffic Oper	\$ 756.80	asphalt
09/09/2019	826587	Knife River	Street/Traffic Oper	\$ 3,542.00	asphalt
09/09/2019	826587	Knife River	Street/Traffic Oper	\$ 94.80	1 1/2" crushed base
09/09/2019	826587	Knife River	Street/Traffic Oper	\$ 130.35	1 1/2" crushed base
09/09/2019	826587	Knife River	Street/Traffic Oper	\$ 1,151.15	asphalt
09/09/2019	826587	Knife River	Street/Traffic Oper	\$ 83.15	1 1/2" crushed base
09/09/2019	826587	Knife River	Street/Traffic Oper	\$ 3,957.80	asphalt
09/09/2019	826606	Mazabuka LLC	Tax Increment East	\$ 42,417.70	TIF Assistance reimbursement #2
09/09/2019	826617	Morrison Maierle	Airport	\$ 6,845.10	Reconstruction of Commercial Aircraft Concrete Ramps
09/09/2019	826617	Morrison Maierle	Airport	\$ 14,183.73	Reconstruction of Commercial Aircraft Concrete Ramps
09/09/2019	826617	Morrison Maierle	Airport	\$ 1,575.97	Reconstruction of Commercial Aircraft Concrete Ramps

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09/09/2019	826617	Morrison Maierle	Airport	\$ 61,605.90	Reconstruction of Commercial Aircraft Concrete Ramps
09/09/2019	826619	MT Waterworks	Water	\$ 6,606.74	12" & 16" VALVES
09/09/2019	826619	MT Waterworks	Water	\$ 463.64	30018; 2-45° BENDS, 3-8" GRIP RINGS
09/09/2019	826619	MT Waterworks	Water	\$ 1,000.00	29977; 8 FT FLEXIBLE CURB BOX KEY
09/09/2019	826622	Neumann Construction	Payroll Clearing	\$ 77,068.60	BD1247 WO 19-19 Landfill Cell 3 Partial Closure
09/09/2019	826627	NorthWestern Energy	Airport	\$ 86.87	0719760-1. Gate 14. August 2019
09/09/2019	826627	NorthWestern Energy	Airport	\$ 18.78	0719759-3. Gate 12. August 2019
09/09/2019	826627	NorthWestern Energy	Airport	\$ 7.50	0712813-5. Burn Pit. August 2019
09/09/2019	826627	NorthWestern Energy	Airport	\$ 20.56	0719761-9. Gate 15. August 2019
09/09/2019	826627	NorthWestern Energy	Airport	\$ 19.54	0719762-7. Gate 13. August 2019
09/09/2019	826627	NorthWestern Energy	Airport	\$ 19.82	2114868-9. Runway Weather System. August 2019
09/09/2019	826627	NorthWestern Energy	Airport	\$ 19.17	0712797-0. Gate 9. August 2019
09/09/2019	826627	NorthWestern Energy	Airport	\$ 8.51	0712805-1. IP-10. August 2019
09/09/2019	826627	NorthWestern Energy	Airport	\$ 17.19	0712534-7. Entrance Gate 16 Light. August 2019
09/09/2019	826627	NorthWestern Energy	Airport	\$ 19.93	0712791-3. Gate 16. August 2019
09/09/2019	826627	NorthWestern Energy	Airport	\$ 19.29	0712795-4. Gate 17. August 2019
09/09/2019	826627	NorthWestern Energy	Airport	\$ 18.78	0720296-3. Gate 29. August 2019
09/09/2019	826627	NorthWestern Energy	General	\$ 95.54	0712539-6
09/09/2019	826627	NorthWestern Energy	General	\$ 17.04	0722259-9
09/09/2019	826627	NorthWestern Energy	General	\$ 6.22	0722281-3
09/09/2019	826627	NorthWestern Energy	General	\$ 8.43	0722862-0
09/09/2019	826627	NorthWestern Energy	Parks Maintenance	\$ 6.22	0723384-4
09/09/2019	826627	NorthWestern Energy	Water	\$ 414.55	1920951-9 AUG 2019; MONTHLY SERVICE FEES
09/09/2019	826627	NorthWestern Energy	General	\$ 6.22	0722283-9
09/09/2019	826627	NorthWestern Energy	Parks Maintenance	\$ 8.04	0723386-9
09/09/2019	826627	NorthWestern Energy	Wastewater	\$ 313.70	0723878-5
09/09/2019	826627	NorthWestern Energy	General	\$ 6.22	0722284-7
09/09/2019	826627	NorthWestern Energy	General	\$ 91.15	0723005-5
09/09/2019	826627	NorthWestern Energy	Parks Maintenance	\$ 6.22	0723395-0
09/09/2019	826627	NorthWestern Energy	General	\$ 265.47	0793134-8
09/09/2019	826627	NorthWestern Energy	Parks Maintenance	\$ 1.05	0971824-8
09/09/2019	826627	NorthWestern Energy	General	\$ 2,060.29	0720841-6
09/09/2019	826627	NorthWestern Energy	General	\$ 21.06	0723049-3
09/09/2019	826627	NorthWestern Energy	Parks Maintenance	\$ 2.75	0723391-9
09/09/2019	826627	NorthWestern Energy	Parks Maintenance	\$ 6.99	0723393-5
09/09/2019	826627	NorthWestern Energy	Parks Maintenance	\$ 6.22	0723397-6
09/09/2019	826627	NorthWestern Energy	General	\$ 6.22	0722253-2
09/09/2019	826627	NorthWestern Energy	General	\$ 17.90	0722808-3
09/09/2019	826627	NorthWestern Energy	General	\$ 9.02	0722852-1
09/09/2019	826627	NorthWestern Energy	Parks Maintenance	\$ 8.04	0723392-7
09/09/2019	826627	NorthWestern Energy	General	\$ 8.43	0722258-1

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09/09/2019	826627	NorthWestern Energy	General	\$ 42.11	0722273-0
09/09/2019	826627	NorthWestern Energy	General	\$ 6.73	0722976-8
09/09/2019	826627	NorthWestern Energy	General	\$ 6.10	0723046-9
09/09/2019	826627	NorthWestern Energy	General	\$ 56.97	0999807-1
09/09/2019	826627	NorthWestern Energy	General	\$ 6.10	0920801-8
09/09/2019	826627	NorthWestern Energy	Parks Maintenance	\$ 6.22	0723835-5
09/09/2019	826627	NorthWestern Energy	Parks Maintenance	\$ 6.10	0723840-5
09/09/2019	826627	NorthWestern Energy	Parks Maintenance	\$ 6.87	0723883-5
09/09/2019	826627	NorthWestern Energy	Parks Maintenance	\$ 6.22	0723396-8
09/09/2019	826627	NorthWestern Energy	Parks Maintenance	\$ 171.34	0723879-3
09/09/2019	826627	NorthWestern Energy	Water	\$ 4,912.73	0100478-7
09/09/2019	826627	NorthWestern Energy	General	\$ 22.05	0723039-4
09/09/2019	826627	NorthWestern Energy	Parks Maintenance	\$ 8.04	0723385-1
09/09/2019	826627	NorthWestern Energy	General	\$ 158.68	0723884-3
09/09/2019	826627	NorthWestern Energy	General	\$ 236.66	0722256-5
09/09/2019	826627	NorthWestern Energy	General	\$ 13.92	0722274-8
09/09/2019	826627	NorthWestern Energy	General	\$ 116.96	0722275-5
09/09/2019	826627	NorthWestern Energy	General	\$ 42.26	0722277-1
09/09/2019	826627	NorthWestern Energy	General	\$ 17.90	0722279-7
09/09/2019	826627	NorthWestern Energy	General	\$ 6.22	0722280-5
09/09/2019	826627	NorthWestern Energy	General	\$ 13.52	0723053-5
09/09/2019	826627	NorthWestern Energy	General	\$ 35.22	0722278-9
09/09/2019	826627	NorthWestern Energy	General	\$ 6.22	0723025-3
09/09/2019	826627	NorthWestern Energy	General	\$ 18.49	0723064-2
09/09/2019	826627	NorthWestern Energy	General	\$ 18.49	0723065-9
09/09/2019	826627	NorthWestern Energy	General	\$ 4.12	0723391-9
09/09/2019	826627	NorthWestern Energy	Parks Maintenance	\$ 7.06	0722272-2
09/09/2019	826627	NorthWestern Energy	General	\$ 57.09	0722901-6
09/09/2019	826627	NorthWestern Energy	General	\$ 287.55	0722995-8
09/09/2019	826627	NorthWestern Energy	Parks Maintenance	\$ 8.04	0723388-5
09/09/2019	826627	NorthWestern Energy	Parks Maintenance	\$ 8.43	0723836-3
09/09/2019	826627	NorthWestern Energy	Parks Maintenance	\$ 7.11	0723885-0
09/09/2019	826627	NorthWestern Energy	Water	\$ 9.85	0722249-0
09/09/2019	826627	NorthWestern Energy	General	\$ 10.59	0722272-2
09/09/2019	826627	NorthWestern Energy	Wastewater	\$ 22.21	0723383-6
09/09/2019	826627	NorthWestern Energy	Parks Maintenance	\$ 8.04	0723387-7
09/09/2019	826627	NorthWestern Energy	Parks Maintenance	\$ 6.22	0723394-3
09/09/2019	826627	NorthWestern Energy	Parks Maintenance	\$ 6.22	0723398-4
09/09/2019	826627	NorthWestern Energy	General	\$ 18.49	0723887-6
09/09/2019	826627	NorthWestern Energy	Airport	\$ 287.74	0712535-4. Employee Parking. August 2019
09/09/2019	826627	NorthWestern Energy	Water	\$ 6,241.30	0722270-6

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09/09/2019	826627	NorthWestern Energy	Wastewater	\$ 2,902.48	2132749-9
09/09/2019	826627	NorthWestern Energy	General	\$ 8.25	1635289-0
09/09/2019	826627	NorthWestern Energy	Street/Traffic Oper	\$ 8.01	2047018-3
09/09/2019	826627	NorthWestern Energy	Wastewater	\$ 7.89	1704025-4
09/09/2019	826627	NorthWestern Energy	General	\$ 6.36	1156527-2
09/09/2019	826627	NorthWestern Energy	Parks Maintenance	\$ 0.93	1312707-1
09/09/2019	826627	NorthWestern Energy	Parks Maintenance	\$ 6.99	1564209-3
09/09/2019	826627	NorthWestern Energy	Street/Traffic Oper	\$ 1.60	1797828-9
09/09/2019	826627	NorthWestern Energy	Street/Traffic Oper	\$ 7.89	2047010-0
09/09/2019	826627	NorthWestern Energy	Street/Traffic Oper	\$ 7.89	2047017-5
09/09/2019	826627	NorthWestern Energy	General	\$ 6.10	3477233-5
09/09/2019	826627	NorthWestern Energy	General	\$ 49.22	1692666-9
09/09/2019	826627	NorthWestern Energy	General	\$ 16.88	3020837-5
09/09/2019	826627	NorthWestern Energy	General	\$ 291.65	1141284-8
09/09/2019	826627	NorthWestern Energy	General	\$ 1,657.31	1160780-1
09/09/2019	826627	NorthWestern Energy	Street/Traffic Oper	\$ 23.74	1738989-1
09/09/2019	826627	NorthWestern Energy	Parks Maintenance	\$ 1.50	2041362-1
09/09/2019	826627	NorthWestern Energy	Street/Traffic Oper	\$ 7.75	2047007-6
09/09/2019	826627	NorthWestern Energy	Street/Traffic Oper	\$ 7.62	2047011-8
09/09/2019	826627	NorthWestern Energy	Parks Maintenance	\$ 68.23	1513800-1
09/09/2019	826627	NorthWestern Energy	Street/Traffic Oper	\$ 7.50	2047013-4
09/09/2019	826627	NorthWestern Energy	Wastewater	\$ 61.54	1704030-4
09/09/2019	826627	NorthWestern Energy	Parks Maintenance	\$ 21.20	1513802-7
09/09/2019	826627	NorthWestern Energy	General	\$ 7.75	1902257-3
09/09/2019	826627	NorthWestern Energy	Street/Traffic Oper	\$ 7.50	2047019-1
09/09/2019	826627	NorthWestern Energy	General	\$ 6.10	1230066-1
09/09/2019	826627	NorthWestern Energy	Parks Maintenance	\$ 112.43	1513796-1
09/09/2019	826627	NorthWestern Energy	Parks Maintenance	\$ 7.75	1513804-3
09/09/2019	826627	NorthWestern Energy	Street/Traffic Oper	\$ 7.50	2047000-1
09/09/2019	826627	NorthWestern Energy	Street/Traffic Oper	\$ 6.87	3660075-7
09/09/2019	826627	NorthWestern Energy	Radio	\$ 180.24	1006915-1
09/09/2019	826627	NorthWestern Energy	Solid Waste	\$ 1,832.74	3252194-0
09/09/2019	826627	NorthWestern Energy	Water	\$ 3,066.13	0723043-6
09/09/2019	826627	NorthWestern Energy	Water	\$ 1,485.98	0722252-4
09/09/2019	826635	Power Service Of MT	P.W. Admin	\$ 54.39	FREIGHT
09/09/2019	826635	Power Service Of MT	Water	\$ 460.00	CONNECTING ROD - MOY000092 (PE0251)
09/09/2019	826635	Power Service Of MT	Water	\$ 4,490.00	ROTOR C71EF1
09/09/2019	826635	Power Service Of MT	Water	\$ 2,210.00	DRIVE SHAFT ASSEMBLY
09/09/2019	826635	Power Service Of MT	Water	\$ 1,850.00	STATOR C310FQ
09/09/2019	826635	Power Service Of MT	Water	\$ 14.25	BEARING LOCK PLUG P10762 - (P10762)
09/09/2019	826635	Power Service Of MT	Water	\$ 35.70	RETAINING RING

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09/09/2019	826635	Power Service Of MT	Water	\$ 590.00	GEAR JOINT SHELL - MOY4240060004 (PE0911)
09/09/2019	826635	Power Service Of MT	Water	\$ 174.00	PACKING GLAND HALF MOY000383 (PE041D)
09/09/2019	826635	Power Service Of MT	Water	\$ 17.50	INSPECTION PLATE GASKET
09/09/2019	826635	Power Service Of MT	Water	\$ 126.00	HEAD RING
09/09/2019	826635	Power Service Of MT	Water	\$ 16.00	O-RING
09/09/2019	826635	Power Service Of MT	Water	\$ 8.00	LOCK WASHER
09/09/2019	826637	Public Utilities	General	\$ 94.59	255552
09/09/2019	826637	Public Utilities	Facilities Mngmt	\$ 485.54	158260
09/09/2019	826637	Public Utilities	Wastewater	\$ 9.45	180645
09/09/2019	826637	Public Utilities	Airport	\$ 84.32	250836-West End T-Hangars
09/09/2019	826637	Public Utilities	Airport	\$ 47.11	250832-Corp Air/Alpine
09/09/2019	826637	Public Utilities	Airport	\$ 94.22	250848-Edwards Jet Center 1871 Aviation Place
09/09/2019	826637	Public Utilities	Airport	\$ 6.31	250842-Executive Hangars USDA APHIS
09/09/2019	826637	Public Utilities	Airport	\$ 255.98	250847-UPS Gate 21
09/09/2019	826637	Public Utilities	Airport	\$ 94.59	250849-Rocky Mountain College-EJC
09/09/2019	826637	Public Utilities	Airport	\$ 41.77	250830-Hilsendeger Bldg
09/09/2019	826637	Public Utilities	Airport	\$ 143.05	250843-Airfield Maintenance Compactor
09/09/2019	826637	Public Utilities	Airport	\$ 114.82	250854-Marchi Hangar
09/09/2019	826637	Public Utilities	Airport	\$ 47.11	250859-TSA
09/09/2019	826637	Public Utilities	Airport	\$ 94.59	250831-Zone Dispatch-IP6 & IP7
09/09/2019	826637	Public Utilities	Airport	\$ 57.33	250855-Marchi Office
09/09/2019	826637	Public Utilities	Airport	\$ 114.44	250845-Airfield Maintenance
09/09/2019	826637	Public Utilities	Airport	\$ 134.98	250851-Edwards Jet Center 1691 Aviation Place
09/09/2019	826637	Public Utilities	Airport	\$ 67.49	250853-Aertronics
09/09/2019	826637	Public Utilities	Airport	\$ 94.59	250857-MT State Lands DEQ/DNRC
09/09/2019	826637	Public Utilities	Airport	\$ 283.08	250834-QTA
09/09/2019	826637	Public Utilities	Airport	\$ 114.82	250840-Edwards Jet Center West
09/09/2019	826637	Public Utilities	Airport	\$ 88.28	250842-Executive Hangars
09/09/2019	826637	Public Utilities	Airport	\$ 114.82	250850-US Postal Service Gate 15
09/09/2019	826637	Public Utilities	Airport	\$ 94.59	250858-Billings Fire Center-BLM
09/09/2019	826637	Public Utilities	Airport	\$ 67.71	250828-Alpine Air-Maintenance
09/09/2019	826642	Rocky Mt Compost	Park District 1	\$ 2,860.00	playground chips
09/09/2019	826644	Sanderson Stewart	Water	\$ 6,502.60	WO 19-01 Water/Sewer Replacement Project; Pmt 9
09/09/2019	826650	Solid Waste Systems	Fleet	\$ 606.90	116392 PO NUM 308849
09/09/2019	826650	Solid Waste Systems	Solid Waste	\$ (3,763.51)	116724
09/09/2019	826650	Solid Waste Systems	Solid Waste	\$ 4,916.77	115344
09/09/2019	826650	Solid Waste Systems	Solid Waste	\$ 1,482.03	116252
09/09/2019	826653	Springline Construction	Storm Sewer	\$ 55,689.97	S 38th St W Storm Drain Improvements
09/09/2019	826656	St V's Occupational Health	General	\$ 1,800.00	Inv. #55428 Drug Tests/DOT Physicals
09/09/2019	826656	St V's Occupational Health	Wastewater	\$ 390.00	Inv. #55428 Drug Tests/DOT Physicals
09/09/2019	826656	St V's Occupational Health	Fleet	\$ 50.00	Inv. #55428 Drug Tests/DOT Physicals

Check Date	Check#	Name	Fund Name	Amount	Item Desc
09/09/2019	826656	St V's Occupational Health	City Health Ins Fund	\$ 675.00	Inv. #55428 Drug Tests/DOT Physicals
09/09/2019	826656	St V's Occupational Health	Water	\$ 670.00	Inv. #55428 Drug Tests/DOT Physicals
09/09/2019	826656	St V's Occupational Health	Wastewater	\$ 144.00	Inv. #55428 Drug Tests/DOT Physicals
09/09/2019	826656	St V's Occupational Health	Public Safety	\$ 65.00	Inv. #55428 Drug Tests/DOT Physicals
09/09/2019	826656	St V's Occupational Health	Street/Traffic Oper	\$ 95.00	Inv. #55428 Drug Tests/DOT Physicals
09/09/2019	826656	St V's Occupational Health	Public Safety	\$ 840.00	Inv. #55428 Drug Tests/DOT Physicals
09/09/2019	826656	St V's Occupational Health	Water	\$ 216.00	Inv. #55428 Drug Tests/DOT Physicals
09/09/2019	826660	Sundown Security	Airport	\$ 2,644.24	Invoice #51930. 8/16 - 8/22/19 Skycap Services
09/09/2019	826660	Sundown Security	Water	\$ 131.20	Deposit deliveries
09/09/2019	826660	Sundown Security	General	\$ 363.00	mail box deliveries - 1819, 1178, & 30958
09/09/2019	826660	Sundown Security	P.W. Admin	\$ 21.82	Deposit deliveries
09/09/2019	826660	Sundown Security	Engineering	\$ 196.35	Deposit deliveries
09/09/2019	826660	Sundown Security	General	\$ 188.66	Deposit deliveries
09/09/2019	826660	Sundown Security	Wastewater	\$ 87.47	Deposit deliveries
09/09/2019	826662	Swank Enterprises	Solid Waste	\$ 670,797.43	WO 17-12 Landfill Reconfiguration; Pmt 6
09/09/2019	826669	Town & Country Supply	Water	\$ 366.59	FUEL FOR DREDGE 7351
09/09/2019	826669	Town & Country Supply	General	\$ 723.14	diesel fuel for lawn mowers at Mountview cemetery
09/09/2019	826669	Town & Country Supply	General	\$ 856.76	diesel fuel for lawn mowers at Mountview cemetery
09/09/2019	826669	Town & Country Supply	Airport	\$ 18,762.51	Invoice #402045. QTA Car Rental Fuel
09/09/2019	826669	Town & Country Supply	Facilities Mngmt	\$ 208.81	Unit 1971 - Generator
09/09/2019	826669	Town & Country Supply	Fleet	\$ 15,373.59	401667 PO NUM 308857
09/09/2019	826669	Town & Country Supply	Transit	\$ 4,323.80	402502 PO NUM 308856
09/09/2019	826670	Tractor & Equipment	Solid Waste	\$ 1,996.92	Parts for Landfill equipment BLCS0713039
09/09/2019	826670	Tractor & Equipment	Solid Waste	\$ 265.78	Parts for Landfill Equipment BLCS0713814
09/09/2019	826670	Tractor & Equipment	Solid Waste	\$ 2,092.93	Parts for Landfill Equipment BLCS0713611
09/09/2019	826670	Tractor & Equipment	Solid Waste	\$ 28.55	Parts for Landfill Equipment BLCS0713612
09/09/2019	826680	Yellowstone Electric	Airport	\$ 6,618.15	Replace 67 Existing Light Fixtures with New LED Fixtures
09/09/2019	826681	Zayo Group LLC	Telephone System	\$ 2,527.57	Bill Account#026770-T1 Ethernet Connection
09/09/2019	ACH	U.S. Bank PCards	General	\$ 108.90	Wheniwork.Com - PCard
09/09/2019	ACH	U.S. Bank PCards	IT Resources	\$ 1,188.00	Wav*Ubiq - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 39.95	Ceuplan - PCard
09/09/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 44.18	Awg 3575 - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 2.58	Facebk *Ps6DIm6Sf2 - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 13.62	Facebk *Uzsqjmjrf2 - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 45.04	Montana Waterworks - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 26.00	Sq *Willow Creek As - PCard
09/09/2019	ACH	U.S. Bank PCards	City County Planning	\$ 159.16	Homes To Suites By Hilton - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 400.00	Bad Bear Laser Tag - PCard
09/09/2019	ACH	U.S. Bank PCards	Street/Traffic Oper	\$ 209.98	Harbor Freight Tools 207 - PCard
09/09/2019	ACH	U.S. Bank PCards	City County Planning	\$ 533.50	Delta Air 0062384059901 - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 100.00	laai - PCard

Check Date	Check#	Name	Fund Name	Amount	Item Desc
09/09/2019	ACH	U.S. Bank PCards	General	\$ 119.47	Costco Whse #0069 - PCard
09/09/2019	ACH	U.S. Bank PCards	City County Planning	\$ 21.76	Costco Whse #0069 - PCard
09/09/2019	ACH	U.S. Bank PCards	Library	\$ 52.83	Amzn Mktp Us*Ma7Dx9Yf2 - PCard
09/09/2019	ACH	U.S. Bank PCards	City County Planning	\$ 15.01	Amzn Mktp Us*Ma7Vf9Xi2 - PCard
09/09/2019	ACH	U.S. Bank PCards	City County Planning	\$ 28.94	Amzn Mktp Us*Ma9By4Iz2 - PCard
09/09/2019	ACH	U.S. Bank PCards	Wastewater	\$ 55.97	Amzn Mktp Us*Mh11A5I50 Am - PCard
09/09/2019	ACH	U.S. Bank PCards	Library	\$ 40.82	Amzn Mktp Us*Mo9O21La2 - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 19.97	Wm Supercenter #4412 - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 7.52	U-Haul Moving & Storage A - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 25.99	Dmi* Dell Corp Bus - PCard
09/09/2019	ACH	U.S. Bank PCards	Building Inspection	\$ 21.76	Costco Whse #0069 - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 23.96	Billings Hardware & Ga - PCard
09/09/2019	ACH	U.S. Bank PCards	Library	\$ (145.00)	Apl*Apple Online Store - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 459.77	B&H Photo 800-606-6969 - PCard
09/09/2019	ACH	U.S. Bank PCards	Park District 1	\$ 17.76	The Home Depot #3101 - PCard
09/09/2019	ACH	U.S. Bank PCards	Parking	\$ 21.53	The Home Depot #3101 - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 35.98	Office Depot #2135 - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 44.99	Office Depot #450 - PCard
09/09/2019	ACH	U.S. Bank PCards	Library	\$ 4.01	Amazon.Com*Ma0Kd3J30 Amzn - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 140.39	Amazon.Com*Ma3I85As1 Amzn - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 155.64	Amazon.Com*Ma4Kk21I0 - PCard
09/09/2019	ACH	U.S. Bank PCards	Wastewater	\$ (15.99)	Amzn Mktp Us Amzn.Com/Bil - PCard
09/09/2019	ACH	U.S. Bank PCards	Library	\$ 13.35	Amzn Mktp Us*Ma2Qw8B32 - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 189.95	Amzn Mktp Us*Ma2Wd8Q11 - PCard
09/09/2019	ACH	U.S. Bank PCards	Library	\$ 12.32	Amzn Mktp Us*Ma34U12M1 - PCard
09/09/2019	ACH	U.S. Bank PCards	Library	\$ 11.03	Amzn Mktp Us*Ma4Hy9700 - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 28.73	Wal-Mart #1956 - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 41.17	Wm Supercenter #2923 - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 35.76	Wm Supercenter #4412 - PCard
09/09/2019	ACH	U.S. Bank PCards	CDBG	\$ 7.90	Usps Po 2907740107 - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 132.99	Dmi* Dell Corp Bus - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 86.50	Dmi* Dell Corp Bus - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 33.02	Adobe *Creative Cloud - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 14.99	Adobe *Pdf Pack Subs - PCard
09/09/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 931.19	Pacific Steel #02 - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 45.00	Pepsi-Cola Bottling Compa - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 176.40	Staleys Tire And Auto - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 2,430.92	Sundown Security - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 82.00	Yellowstone Electric Comp - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 21.13	Yellowstone Valley Elect - PCard
09/09/2019	ACH	U.S. Bank PCards	Wastewater	\$ 14.20	360 Office Solutions Inc - PCard

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09/09/2019	ACH	U.S. Bank PCards	Library	\$ 110.98	360 Office Solutions Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	Library	\$ 45.01	360 Office Solutions Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 366.34	360 Office Solutions Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 335.76	360 Office Solutions Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	Wastewater	\$ 144.71	360 Office Solutions Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 320.17	360 Office Solutions Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	P.W. Admin	\$ 99.96	360 Office Solutions Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 32.95	The Home Depot #3101 - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 84.86	The Home Depot 3101 - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 55.98	Office Depot #1080 - PCard
09/09/2019	ACH	U.S. Bank PCards	P.W. Admin	\$ 76.90	Office Depot #2135 - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 89.99	Office Depot #450 - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ (23.99)	Amzn Mktp Us Amzn.Com/Bil - PCard
09/09/2019	ACH	U.S. Bank PCards	Library	\$ 14.49	Amzn Mktp Us*Ma3Vi8Lm0 - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 20.32	Amzn Mktp Us*Ma7Gy2Gt2 - PCard
09/09/2019	ACH	U.S. Bank PCards	Wastewater	\$ 20.00	West End Lock And Secur - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 844.00	Gunarama Wholesale Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 132.34	Fastenal Company 01Mtbll - PCard
09/09/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 486.77	Fastenal Company 01Mtbll - PCard
09/09/2019	ACH	U.S. Bank PCards	Park District 1	\$ 1,877.00	Nc The Cat Rental St - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 227.99	Vermeer Rocky Mtn Billing - PCard
09/09/2019	ACH	U.S. Bank PCards	Parking	\$ 53.15	Fedex 33165294 - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 17.54	Fedex 33260310 - PCard
09/09/2019	ACH	U.S. Bank PCards	Parks Programs	\$ 159.00	International Bronze PlaQ - PCard
09/09/2019	ACH	U.S. Bank PCards	Street/Traffic Oper	\$ 90.00	Nutrien Ag Solution 6543 - PCard
09/09/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 311.20	Awg 3575 - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 540.88	Indelco Plastics Corp - PCard
09/09/2019	ACH	U.S. Bank PCards	Transit	\$ 50.37	Aaim Solutions - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 136.56	Norco Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 229.21	Norco Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 97.50	Jimmy Johns - 3082 - Moto - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 5.99	Target 00001719 - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 46.08	Target 00001719 - PCard
09/09/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 826.98	Fastenal Company 01Mtbll - PCard
09/09/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 79.80	Fastenal Company 01Mtbll - PCard
09/09/2019	ACH	U.S. Bank PCards	Building Inspection	\$ 419.00	Int'L Code Council Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	Facilities Mngmt	\$ 400.00	Stanley Steemer/Blngs - PCard
09/09/2019	ACH	U.S. Bank PCards	Wastewater	\$ 83.60	Grainger - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 724.08	Grainger - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 48.91	Amzn Mktp Us*Ma9Wf9Zy1 - PCard
09/09/2019	ACH	U.S. Bank PCards	Library	\$ 19.95	Amzn Mktp Us*Ma9Yc6Mr0 - PCard

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09/09/2019	ACH	U.S. Bank PCards	Facilities Mngmt	\$ 49.98	Lowes #00319* - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 9.12	Wm Supercenter #2923 - PCard
09/09/2019	ACH	U.S. Bank PCards	CDBG	\$ 14.35	Usps Po 2907740107 - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 136.00	A1 Jds Lock - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 7.18	U-Haul Moving & Storage A - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 179.88	Adobe *Acropro Subs - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 152.96	Elevated Powersports - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 432.00	Hc Warehouse/Buckstaff - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 5.98	Albertsons #0038 - PCard
09/09/2019	ACH	U.S. Bank PCards	City County Planning	\$ 57.10	360 Office Solutions Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 31.36	360 Office Solutions Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 536.93	360 Office Solutions Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	Wastewater	\$ 30.48	360 Office Solutions Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 35.97	Kings Ace Hdwe - PCard
09/09/2019	ACH	U.S. Bank PCards	City County Planning	\$ 190.00	Mt Gov Online Trnsctns - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 241.41	Fedex 33163187 - PCard
09/09/2019	ACH	U.S. Bank PCards	City County Planning	\$ 28.31	Exxonmobil 48012470 - PCard
09/09/2019	ACH	U.S. Bank PCards	P.W. Admin	\$ 40.00	Expedia 7463361892312 - PCard
09/09/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 109.75	American Water Technol - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 1,273.44	Thomson West*Tcd - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 29.96	Ah Turf Specialties Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	Park District 1	\$ 406.00	Ah Turf Specialties Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	Street/Traffic Oper	\$ 109.50	Lp Anderson Point S Tire - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 384.88	Big Sky Linen And Unif - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 121.60	Big Sky Linen And Unif - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 308.05	Bruco Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 143.46	Fishers Technology - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 187.67	Hach Company - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 293.65	Hach Company - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 157.62	Hanson Chemical - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 425.00	American Assoc Of Code - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 1,090.00	Gunarama Wholesale Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	Parking	\$ 1.00	City Of Billings - PCard
09/09/2019	ACH	U.S. Bank PCards	Parking	\$ 1.00	City Of Billings - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 37.40	Agilent Technologies, - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 240.00	Int'L Code Council Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	Parks Maintenance	\$ 40.47	Yellowstone Valley Co-Op - PCard
09/09/2019	ACH	U.S. Bank PCards	Wastewater	\$ 134.04	Grainger - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 29.18	Kings Ace Hdwe - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 39.27	Kings Ace Hdwe - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 36.48	Kings Ace Hdwe - PCard

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09/09/2019	ACH	U.S. Bank PCards	General	\$ 14.31	Kings Ace Hdwe - PCard
09/09/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 33.99	Kings Ace Hdwe - PCard
09/09/2019	ACH	U.S. Bank PCards	Parking	\$ 5.38	Kings Ace Hdwe - PCard
09/09/2019	ACH	U.S. Bank PCards	Parking	\$ 1.00	Kings Ace Hdwe - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 1,032.02	4Imprint - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 36.88	Grainger - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 39.00	Grainger - PCard
09/09/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 93.36	Grainger - PCard
09/09/2019	ACH	U.S. Bank PCards	Street/Traffic Oper	\$ 637.98	Fedex 788904817597 - PCard
09/09/2019	ACH	U.S. Bank PCards	Wastewater	\$ 68.60	Tfs*Fishersci Ecom Hus - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 313.40	Lisacs Billingstire Sp - PCard
09/09/2019	ACH	U.S. Bank PCards	Parks Maintenance	\$ 20.24	Yellowstone Valley Elect - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 43.00	Big Sky Linen And Unif - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 268.25	Hanson Chemical - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 69.94	Hanson Chemical - PCard
09/09/2019	ACH	U.S. Bank PCards	Library	\$ 408.57	Hanson Chemical - PCard
09/09/2019	ACH	U.S. Bank PCards	Wastewater	\$ 30.98	Hose & Rubber Supply Blg - PCard
09/09/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 35.50	4Te*Kenco Security And Te - PCard
09/09/2019	ACH	U.S. Bank PCards	P.W. Admin	\$ 9.60	4Te*Kenco Security And Te - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 185.00	4Te*Kenco Security And Te - PCard
09/09/2019	ACH	U.S. Bank PCards	Transit	\$ 9.24	Midland Implement Co - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 43.44	360 Office Solutions Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 3.58	Kings Ace Hdwe - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 44.95	Kings Ace Hdwe - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 28.97	Kings Ace Hdwe - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 15.95	Kings Ace Hdwe - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 17.99	Kings Ace Hdwe - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 27.38	Dana Safety Supply - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 12.00	Zeecreativeinc - PCard
09/09/2019	ACH	U.S. Bank PCards	Fleet	\$ 205.41	Big Sky Linen And Unif - PCard
09/09/2019	ACH	U.S. Bank PCards	Transit	\$ 32.64	Big Sky Linen And Unif - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 140.00	City Towing - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 8.86	Fishers Technology - PCard
09/09/2019	ACH	U.S. Bank PCards	P.W. Admin	\$ 10.62	Fishers Technology - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 217.96	Galls - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 125.00	Hansers Wrecker & Salvage - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 206.50	Hanson Chemical - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 130.00	Sq *Clint Lunde - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 21.00	Sq *Geyser Park - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ (6.00)	Sq *The Grand Escap - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ (19.00)	Sq *The Grand Escap - PCard

Check Date	Check#	Name	Fund Name	Amount	Item Desc
09/09/2019	ACH	U.S. Bank PCards	General	\$ 86.99	Sp * Wholesalebingosup - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 14.42	Tacoma Screw Products B - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 19.07	Tacoma Screw Products B - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 15.75	Tacoma Screw Products B - PCard
09/09/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 30.26	Bloedorn Lumber Billings - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 15.66	Border States Electric - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 18.63	Border States Electric - PCard
09/09/2019	ACH	U.S. Bank PCards	Transit	\$ 14.08	Crescent Electric 054 - PCard
09/09/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 479.75	Eagle Printing - PCard
09/09/2019	ACH	U.S. Bank PCards	Municipal Ct Grants	\$ 12.00	City Of Billings Finance - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 306.55	Galls - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 333.23	Galls - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 87.50	Tacoma Screw Products B - PCard
09/09/2019	ACH	U.S. Bank PCards	Library	\$ 378.00	Thomas Printing Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 45.00	406 Kitchen And Taproom - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 4.50	City Of Billings Park An - PCard
09/09/2019	ACH	U.S. Bank PCards	Street/Traffic Oper	\$ 87.75	David Clark Company, Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 130.00	Legionsafet - PCard
09/09/2019	ACH	U.S. Bank PCards	Library	\$ 25.00	Maverik #607 - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 485.00	Nrpa-Congress - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 97.22	Hose & Rubber Supply Blg - PCard
09/09/2019	ACH	U.S. Bank PCards	Street/Traffic Oper	\$ 10.76	Midland Implement Co - PCard
09/09/2019	ACH	U.S. Bank PCards	Parks Maintenance	\$ 294.95	Midland Implement Co - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 170.25	Mtleague - PCard
09/09/2019	ACH	U.S. Bank PCards	P.W. Admin	\$ 200.00	Montana Society Of Certif - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 7.99	Napa Store 3547001 - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 271.92	Northwest Scientific Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 386.00	Pepsi-Cola Bottling Compa - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 223.00	Scp Distributors - 145 - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 1,072.07	Sigma Aldrich Us - PCard
09/09/2019	ACH	U.S. Bank PCards	Library	\$ 436.08	The Centennial Hotel - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 228.44	Costco Whse #0069 - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 35.88	Costco Whse #0069 - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 107.64	Costco Whse #0069 - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 39.97	Billings Hardware & Se - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 25.00	United 0161528338495 - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 64.50	Jimmy Johns - 3082 - Moto - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 7.07	Albertsons #0038 - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 7.57	Albertsons #0038 - PCard
09/09/2019	ACH	U.S. Bank PCards	Municipal Ct Grants	\$ 150.00	Albertsons #0047 - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 1.99	Albertsons #4025 - PCard

Check Date	Check#	Name	Fund Name	Amount	Item Desc
09/09/2019	ACH	U.S. Bank PCards	Wastewater	\$ 8.26	360 Office Solutions Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 28.39	360 Office Solutions Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 59.49	360 Office Solutions Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 140.06	Hanson Chemical - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 499.75	Hanson Chemical - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 229.94	Hose & Rubber Supply Blg - PCard
09/09/2019	ACH	U.S. Bank PCards	Library	\$ 383.05	Kb Commercial Products - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 166.95	Midland Implement Co - PCard
09/09/2019	ACH	U.S. Bank PCards	Parks Maintenance	\$ 218.30	Midland Implement Co - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 686.20	Midland Implement Co - PCard
09/09/2019	ACH	U.S. Bank PCards	Parks Maintenance	\$ 333.84	Midland Implement Co - PCard
09/09/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 29.99	Heights Ace Hdwe - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 18.73	Heights Ace Hdwe - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 35.57	Heights Ace Hdwe - PCard
09/09/2019	ACH	U.S. Bank PCards	City County Planning	\$ 94.94	Pizza Hut #1714 - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 1,045.08	Montana Broom & Brush Co - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 129.99	Office Depot #2135 - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 348.06	Mcmaster-Carr - PCard
09/09/2019	ACH	U.S. Bank PCards	Building Inspection	\$ 3.99	Amazon.Com*Ma37I7642 Amzn - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 62.01	Napa Store 3547001 - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 92.55	Northwest Pipe Fittings, - PCard
09/09/2019	ACH	U.S. Bank PCards	Parks Maintenance	\$ 162.90	Northwest Pipe Fittings, - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 31.13	Pacific Steel #02 - PCard
09/09/2019	ACH	U.S. Bank PCards	Parking	\$ 86.98	Shipton'S Big R-East - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 25.27	Shipton'S Big R-West - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 74.95	2M Company Warehouse - PCard
09/09/2019	ACH	U.S. Bank PCards	Wastewater	\$ 19.00	Yellowstone Valley Elect - PCard
09/09/2019	ACH	U.S. Bank PCards	P.W. Admin	\$ 37.09	360 Office Solutions Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 145.40	360 Office Solutions Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	Central Services	\$ 189.20	360 Office Solutions Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 24.27	Kings Ace Hdwe - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 47.56	Kings Ace Hdwe - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 112.95	Kings Ace Hdwe - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 4.99	Kings Ace Hdwe - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 7.16	Kings Ace Hdwe - PCard
09/09/2019	ACH	U.S. Bank PCards	City County Planning	\$ 41.62	Amazon.Com*Ma3Oq10F0 Amzn - PCard
09/09/2019	ACH	U.S. Bank PCards	Parking	\$ 53.97	Amazon.Com*Ma5872U91 Amzn - PCard
09/09/2019	ACH	U.S. Bank PCards	Library	\$ 9.11	Amzn Mktp Us*Ma0Oo6732 - PCard
09/09/2019	ACH	U.S. Bank PCards	Wastewater	\$ 11.20	Amzn Mktp Us*Ma0Y42Jy0 - PCard
09/09/2019	ACH	U.S. Bank PCards	Library	\$ 28.98	Amzn Mktp Us*Ma0Ye0Q70 - PCard
09/09/2019	ACH	U.S. Bank PCards	CDBG	\$ 21.58	Amzn Mktp Us*Ma2Lz7Vk1 - PCard

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09/09/2019	ACH	U.S. Bank PCards	Water	\$ 10.19	Amzn Mktp Us*Ma3203G61 - PCard
09/09/2019	ACH	U.S. Bank PCards	CDBG	\$ 52.40	Amzn Mktp Us*Ma3Cs4Mt2 - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 143.08	Sherwin Williams 703203 - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 156.00	Total Rental Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 16.10	Tvetene Turf - PCard
09/09/2019	ACH	U.S. Bank PCards	Wastewater	\$ 48.00	Western Office Equipment - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 112.50	Wilbur Ellis Billings - PCard
09/09/2019	ACH	U.S. Bank PCards	Library	\$ 50.55	Amzn Mktp Us*Ma87K50X0 - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 6.80	Amzn Mktp Us*Mh6ly8W40 - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 864.00	Lowe's #00319* - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 22.28	Wal-Mart #2923 - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 177.07	Wm Supercenter #2923 - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 175.00	Nfpa Natl Fire Protect - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 132.99	Dmi* Dell Corp Bus - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 86.51	Dmi* Dell Corp Bus - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 17.98	Amzn Mktp Us*Ma4R11Wh1 - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 247.61	Amzn Mktp Us*Ma6W915T2 - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 18.00	Amzn Mktp Us*Ma8Kn8Wx2 - PCard
09/09/2019	ACH	U.S. Bank PCards	Library	\$ 14.98	Amzn Mktp Us*Ma9Fw1Mk0 - PCard
09/09/2019	ACH	U.S. Bank PCards	CDBG	\$ 27.98	Amzn Mktp Us*Ma9Kc7E81 - PCard
09/09/2019	ACH	U.S. Bank PCards	Street/Traffic Oper	\$ 185.28	Selby'S - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 1,728.00	Lowe's #00319* - PCard
09/09/2019	ACH	U.S. Bank PCards	Street/Traffic Oper	\$ 244.92	Lowe's #00319* - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 1,545.71	Bettymills - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 126.00	Sq *Geyser Park - PCard
09/09/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 132.50	Sq *Hotsy Wy-Mont - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 381.86	Ideal Blasting Supply - PCard
09/09/2019	ACH	U.S. Bank PCards	Street/Traffic Oper	\$ 28.73	Tacoma Screw Products B - PCard
09/09/2019	ACH	U.S. Bank PCards	Engineering	\$ 86.45	Tacoma Screw Products B - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 47.70	Tacoma Screw Products B - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 249.00	Calibre Press - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 129.00	Lowe's #00319* - PCard
09/09/2019	ACH	U.S. Bank PCards	Parking	\$ 149.00	Lowe's #00319* - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 27.35	Wal-Mart #1956 - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 37.84	Wal-Mart #1956 - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 38.44	Wm Supercenter #2923 - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 11.10	Usps Po 2907800103 - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 113.98	Subway 00999912 - PCard
09/09/2019	ACH	U.S. Bank PCards	Library	\$ 551.00	Billingsgazettethriftynck - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 18.41	360 Office Solutions Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	Facilities Mngmt	\$ 29.98	Kings Ace Hdwe - PCard

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09/09/2019	ACH	U.S. Bank PCards	Library	\$ 2.99	Kings Ace Hdwe - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 33.80	Kings Ace Hdwe - PCard
09/09/2019	ACH	U.S. Bank PCards	Wastewater	\$ 17.96	Kings Ace Hdwe - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 13.98	Kings Ace Hdwe - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 48.76	Kings Ace Hdwe - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 250.00	Pow R Tow - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 69.99	Dmi* Dell Sales & Servic - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 53.29	Valet Today Cleaners - PCard
09/09/2019	ACH	U.S. Bank PCards	Library	\$ 7.99	Target 00001719 - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 91.62	City Of Billings Pud - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 139.00	Int'L Code Council Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 500.00	Steepworld Climbing & - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 26.00	Dollar Tree - PCard
09/09/2019	ACH	U.S. Bank PCards	Facilities Mngmt	\$ 16.50	Ah Turf Specialties Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 45.22	Midland Implement Co - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 17.94	Midland Implement Co - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 68.89	Northwest Pipe Fittings, - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 12.33	Northwest Pipe Fittings, - PCard
09/09/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 55.54	Pacific Steel #02 - PCard
09/09/2019	ACH	U.S. Bank PCards	Park District 1	\$ 11.03	Sherwin Williams 703203 - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 111.98	Tractor-Supply-Co #0303 - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 15.00	Universal Awards - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 283.03	Ah Turf Specialties Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 35.10	Applied Ind Tech 2422 - PCard
09/09/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 563.12	Big Sky Linen And Unif - PCard
09/09/2019	ACH	U.S. Bank PCards	Facilities Mngmt	\$ 512.95	Big Sky Linen And Unif - PCard
09/09/2019	ACH	U.S. Bank PCards	Parking	\$ 5.00	Big Sky Linen And Unif - PCard
09/09/2019	ACH	U.S. Bank PCards	Transit	\$ 240.12	Big Sky Linen And Unif - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 7.15	Big Sky Linen And Unif - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 13.25	Econo Print - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 187.69	Knife River 5601 - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 2,766.49	Dana Safety Supply - PCard
09/09/2019	ACH	U.S. Bank PCards	Facilities Mngmt	\$ 87.44	At&T Smd7 15579 - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 103.02	Valley Distributing Of - PCard
09/09/2019	ACH	U.S. Bank PCards	Street/Traffic Oper	\$ 22.26	Tacoma Screw Products B - PCard
09/09/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 40.28	Tacoma Screw Products B - PCard
09/09/2019	ACH	U.S. Bank PCards	Wastewater	\$ 12.62	Northwest Industrial Supp - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 10.00	Cellular Plus Heights 111 - PCard
09/09/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 646.05	Yellowstone Valley Elect - PCard
09/09/2019	ACH	U.S. Bank PCards	Transit	\$ 34.10	Fishers Technology - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 172.45	Galls - PCard

Check Date	Check#	Name	Fund Name	Amount	Item Desc
09/09/2019	ACH	U.S. Bank PCards	General	\$ 253.28	Hanson Chemical - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 7.56	Hose & Rubber Supply Blg - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 86.79	Kb Commercial Products - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 23.07	4Te*Kenco Security And Te - PCard
09/09/2019	ACH	U.S. Bank PCards	Street/Traffic Oper	\$ 756.00	Lesman Iron Works - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 50.65	Midland Implement Co - PCard
09/09/2019	ACH	U.S. Bank PCards	Facilities Mngmt	\$ 3.00	Kings Ace Hdwe - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 22.48	Kings Ace Hdwe - PCard
09/09/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 197.86	Kings Ace Hdwe - PCard
09/09/2019	ACH	U.S. Bank PCards	Parking	\$ 1.00	Kings Ace Hdwe - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 125.00	Red Wrecker Recovery - PCard
09/09/2019	ACH	U.S. Bank PCards	Library	\$ 88.00	Sq *Yellowstone Cou - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 68.43	Tacoma Screw Products B - PCard
09/09/2019	ACH	U.S. Bank PCards	Wastewater	\$ 6.03	Northwest Industrial Supp - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 19.99	Adobe *Creative Cloud - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 179.79	Uline *Ship Supplies - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 23.99	Target 00013334 - PCard
09/09/2019	ACH	U.S. Bank PCards	Parks Maintenance	\$ 19.45	Yellowstone Valley Co-Op - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 72.00	Billings Parks Company - PCard
09/09/2019	ACH	U.S. Bank PCards	CDBG	\$ 13.84	The Ups Store 2594 - PCard
09/09/2019	ACH	U.S. Bank PCards	Facilities Mngmt	\$ (132.60)	Grainger - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 30.00	Mt Gov Online Trnscntns - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 42.03	Harvest Tech-Billings - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 487.70	Madison River Propane (Co - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 485.00	Nrpa-Congress - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 273.03	Safety Kleen Systems Bran - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 19.47	Harbor Freight Tools 207 - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 102.00	Dupree Bldg Specialties - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 219.26	Costco Whse #0069 - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 107.64	Costco Whse #0069 - PCard
09/09/2019	ACH	U.S. Bank PCards	Street/Traffic Oper	\$ 2,087.53	Traffic Safety Store Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 1,099.79	Thomson West*Tcd - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 224.40	House Of Clean - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 385.00	Bighorn Boots - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 62.43	Ah Turf Specialties Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 54.01	Ah Turf Specialties Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	Facilities Mngmt	\$ 330.40	Big Sky Linen And Unif - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 75.87	Billings Construction Sup - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 162.92	Midland Implement Co - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 12.30	Midland Implement Co - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 36.40	Midland Implement Co - PCard

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09/09/2019	ACH	U.S. Bank PCards	General	\$ 167.49	Midland Implement Co - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 117.71	Midland Implement Co - PCard
09/09/2019	ACH	U.S. Bank PCards	Street/Traffic Oper	\$ 182.00	Reliable Tent Awning Co - PCard
09/09/2019	ACH	U.S. Bank PCards	Parking	\$ 86.98	Shipton'S Big R-East - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 1,160.00	Wilbur Ellis Billings - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 500.00	Cit International - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 14.95	Coa -Www.Cheapoair.Com - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 697.50	Microcom Technologies, - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 218.30	Nrpa Housing - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 150.00	Paypal *Ntoa - PCard
09/09/2019	ACH	U.S. Bank PCards	CDBG	\$ 80.01	Presidents Vol Srv Award - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 41.00	Batteries+Bulbs #0253 - PCard
09/09/2019	ACH	U.S. Bank PCards	Facilities Mngmt	\$ 184.00	Batteries+Bulbs #0253 - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 203.10	Billings Construction Sup - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 33.47	Crescent Electric 054 - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 79.48	Econo Print - PCard
09/09/2019	ACH	U.S. Bank PCards	Municipal Ct Grants	\$ 48.00	City Of Billings Finance - PCard
09/09/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 93.96	Galles Filter And Exhaust - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 316.10	Galls - PCard
09/09/2019	ACH	U.S. Bank PCards	Wastewater	\$ 336.43	Hach Company - PCard
09/09/2019	ACH	U.S. Bank PCards	Wastewater	\$ 293.08	Hach Company - PCard
09/09/2019	ACH	U.S. Bank PCards	Wastewater	\$ 242.54	Yellowstone Valley Elect - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 18.99	Costco Whse #0069 - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 14.49	Billings Hardware & Se - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 25.00	United 0161528338498 - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ (763.49)	United 0162460080274 - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 8.94	Heights Ace Hdwe - PCard
09/09/2019	ACH	U.S. Bank PCards	Facilities Mngmt	\$ 807.90	Superior Water Solutions - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 606.38	Montana Broom & Brush Co - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ (606.38)	Montana Broom & Brush Co - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 250.00	Hansers Wrecker & Salvage - PCard
09/09/2019	ACH	U.S. Bank PCards	Facilities Mngmt	\$ 399.95	Hanson Chemical - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 100.27	Hanson Chemical - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 77.13	Hanson Chemical - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 177.28	Kb Commercial Products - PCard
09/09/2019	ACH	U.S. Bank PCards	Wastewater	\$ 3.84	4Te*Kenco Security And Te - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 312.00	4Te*Kenco Security And Te - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 192.83	Midland Implement Co - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 12.24	Midland Implement Co - PCard
09/09/2019	ACH	U.S. Bank PCards	Parks Maintenance	\$ 77.24	Midland Implement Co - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 441.07	Midland Implement Co - PCard

Check Date	Check#	Name	Fund Name	Amount	Item Desc
09/09/2019	ACH	U.S. Bank PCards	General	\$ 65.03	Midland Implement Co - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 186.58	Midland Implement Co - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 11.40	Northwest Pipe Fittings, - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 175.46	Northwest Scientific Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 83.00	Pepsi-Cola Bottling Compa - PCard
09/09/2019	ACH	U.S. Bank PCards	Transit	\$ 3.99	Harbor Freight Tools 207 - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 764.50	Delta Air 0062382240031 - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 90.00	Iaai - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 85.00	Sign Pro Billings - PCard
09/09/2019	ACH	U.S. Bank PCards	CDBG	\$ 30.00	United 0161524034992 - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ (6.74)	Mcmaster-Carr - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 148.10	Dxp Enterprises - PCard
09/09/2019	ACH	U.S. Bank PCards	Street/Traffic Oper	\$ 195.75	Amazon.Com*Ma3858201 Amzn - PCard
09/09/2019	ACH	U.S. Bank PCards	Library	\$ 8.83	Amzn Mktp Us*Ma0Nr9MI2 - PCard
09/09/2019	ACH	U.S. Bank PCards	CDBG	\$ 12.98	Amzn Mktp Us*Ma5A41Ik1 - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 275.86	Amzn Mktp Us*Ma65I4F10 Am - PCard
09/09/2019	ACH	U.S. Bank PCards	CDBG	\$ 111.09	Amzn Mktp Us*Ma9170G02 - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 699.90	Lowes #00319* - PCard
09/09/2019	ACH	U.S. Bank PCards	Transit	\$ 51.42	Wal-Mart #1956 - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 19.54	Wm Supercenter #1956 - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 8.95	Wm Supercenter #2923 - PCard
09/09/2019	ACH	U.S. Bank PCards	Street/Traffic Oper	\$ 240.30	Sherwin Williams 703203 - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 93.06	Sherwin Williams 703203 - PCard
09/09/2019	ACH	U.S. Bank PCards	Parking	\$ 29.99	Shipton'S Big R-East - PCard
09/09/2019	ACH	U.S. Bank PCards	Parking	\$ 86.98	Shipton'S Big R-East - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 54.99	Shipton'S Big R-West - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 2,398.18	Sundown Security - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 4.60	Tvetene Turf - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 621.00	Universal Awards - PCard
09/09/2019	ACH	U.S. Bank PCards	CDBG	\$ 2.00	Co Billings Park2 - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 11.58	Cvs/Pharmacy #05301 - PCard
09/09/2019	ACH	U.S. Bank PCards	CDBG	\$ 190.00	Doubletree - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 41.54	Gran Quartz Norcross - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 42.52	Paypal *Dunsterasso - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 1,537.50	Helena 44021 - PCard
09/09/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 879.95	Batteries+Bulbs #0253 - PCard
09/09/2019	ACH	U.S. Bank PCards	IT Resources	\$ 1,740.18	1Password - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 30.01	Yellowstone Valley Elect - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 31.44	Candy Town Usa - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 165.44	Candy Town Usa - PCard
09/09/2019	ACH	U.S. Bank PCards	Wastewater	\$ 648.10	Cdw Govt #Tgp0768 - PCard

Check Date	Check#	Name	Fund Name	Amount	Item Desc
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 120.00	Iaai - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 214.27	Costco Whse #0069 - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 10.06	Billings Hardware & Se - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 4.25	Billings Hardware & Se - PCard
09/09/2019	ACH	U.S. Bank PCards	Building Inspection	\$ 350.10	United 0162466694129 - PCard
09/09/2019	ACH	U.S. Bank PCards	Parking	\$ 21.53	The Home Depot #3101 - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 221.91	The Home Depot 3101 - PCard
09/09/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 277.44	The Home Depot 3101 - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 142.82	Office Depot #2135 - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 132.34	Mcmaster-Carr - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 520.00	Aces - PCard
09/09/2019	ACH	U.S. Bank PCards	Street/Traffic Oper	\$ 179.66	Amazon.Com*Ma1Za59U2 Amzn - PCard
09/09/2019	ACH	U.S. Bank PCards	Library	\$ 4.92	Amzn Mktp Us*Ma5Fy3Vb1 - PCard
09/09/2019	ACH	U.S. Bank PCards	Wastewater	\$ 13.54	Amzn Mktp Us*Ma7Gy2Gt2 - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 14.80	Amzn Mktp Us*Ma83V09X1 - PCard
09/09/2019	ACH	U.S. Bank PCards	Library	\$ 60.06	Amzn Mktp Us*Ma8N26Z50 - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 61.94	Amzn Mktp Us*Mh83X39S0 - PCard
09/09/2019	ACH	U.S. Bank PCards	City County Planning	\$ 125.93	Amzn Mktp Us*Mo3Cp1Fp1 - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ (86.40)	Lowes #00319* - PCard
09/09/2019	ACH	U.S. Bank PCards	Street/Traffic Oper	\$ 42.90	Wal-Mart #1956 - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 50.30	Wal-Mart #2923 - PCard
09/09/2019	ACH	U.S. Bank PCards	CDBG	\$ 28.70	Usps Po 2907810117 - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 70.00	A1 Jds Lock - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 236.97	Dmi* Dell Corp Bus - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 125.00	Mountainside Towing - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 3.50	West End Lock And Secur - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 30.00	West End Lock And Secur - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ (1,472.40)	Faronics Technologies Usa - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 31.98	Target 00001719 - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 29.97	Target 00013334 - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 19.00	Yellowstone Valley Co-Op - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 91.43	The Ups Store 2594 - PCard
09/09/2019	ACH	U.S. Bank PCards	Facilities Mngmt	\$ 132.60	Grainger - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 436.08	Grainger - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 49.34	Grainger - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 59.64	Grainger - PCard
09/09/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 23.46	Grainger - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 21.88	Wm Supercenter #1956 - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 43.00	A1 Jds Lock - PCard
09/09/2019	ACH	U.S. Bank PCards	Transit	\$ 322.62	Kimball Midwest - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 8.55	U-Haul Moving & Storage A - PCard

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09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 234.15	Dmi* Dell Corp Bus - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 236.97	Dmi* Dell Corp Bus - PCard
09/09/2019	ACH	U.S. Bank PCards	P.W. Admin	\$ 179.88	Acrobat Pro Subs - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 23.88	Adobe *Exportpdf Sub - PCard
09/09/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 8.32	Mountain Supply - PCard
09/09/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 55.95	Mountain Supply - PCard
09/09/2019	ACH	U.S. Bank PCards	Facilities Mngmt	\$ 140.57	Ah Turf Specialties Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	Facilities Mngmt	\$ 36.37	Ah Turf Specialties Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 11.64	Ah Turf Specialties Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	Transit	\$ 136.00	Accent Print Shop - PCard
09/09/2019	ACH	U.S. Bank PCards	Facilities Mngmt	\$ 434.00	Alpine Plumbing Heating I - PCard
09/09/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 1,071.10	Big Sky Linen And Unif - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 576.30	Montana Broom & Brush Co - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 499.00	Skillpath / National - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 37.83	The Home Depot #3101 - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 169.04	The Home Depot #3101 - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ (32.79)	Office Depot #1080 - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 77.98	Office Depot #1080 - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 19.30	Mcmaster-Carr - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 875.00	Aces - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 87.96	Shoes For Crews Llc - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 6.99	Target 00001719 - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 89.95	Target 00013334 - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 39.00	Billings Parks Company - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 126.46	Grainger - PCard
09/09/2019	ACH	U.S. Bank PCards	Wastewater	\$ 10.66	Grainger - PCard
09/09/2019	ACH	U.S. Bank PCards	Library	\$ 32.68	Exxonmobil 45376688 - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 21.22	Yellowstone County Treas - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 151.11	Big Sky Linen And Unif - PCard
09/09/2019	ACH	U.S. Bank PCards	Library	\$ 108.00	Big Sky Linen And Unif - PCard
09/09/2019	ACH	U.S. Bank PCards	Library	\$ 12.78	Fishers Technology - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ (139.91)	Graybar Electric Company - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 10.70	Graybar Electric - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 190.00	Hansers Wrecker Company - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 56.00	Hanson Chemical - PCard
09/09/2019	ACH	U.S. Bank PCards	Facilities Mngmt	\$ 436.51	Hanson Chemical - PCard
09/09/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 137.72	Mountain Supply - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 52.27	Ah Turf Specialties Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 1,423.31	Applied Ind Tech 2422 - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 245.77	Border States Electric - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 248.20	Border States Electric - PCard

Check Date	Check#	Name	Fund Name	Amount	Item Desc
09/09/2019	ACH	U.S. Bank PCards	General	\$ 89.50	Chalet Market - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 132.46	Econo Print - PCard
09/09/2019	ACH	U.S. Bank PCards	P.W. Admin	\$ 21.02	Econo Print - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 81.59	Econo Print - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 180.00	The Big Horn Resort - Bil - PCard
09/09/2019	ACH	U.S. Bank PCards	Engineering	\$ 1.99	Fishers Technology - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 8.15	Hach Company - PCard
09/09/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 60.67	Hose & Rubber Supply Blg - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 41.45	Tire Rama 101 Bc - PCard
09/09/2019	ACH	U.S. Bank PCards	Facilities Mngmt	\$ 12.50	4Te*Kenco Security And Te - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 13.84	4Te*Kenco Security And Te - PCard
09/09/2019	ACH	U.S. Bank PCards	CDBG	\$ 23.65	Amzn Mktp Us*Ma01Z1Ma1 - PCard
09/09/2019	ACH	U.S. Bank PCards	Library	\$ 129.50	Amzn Mktp Us*Ma2Uk1Sr1 - PCard
09/09/2019	ACH	U.S. Bank PCards	Transit	\$ 19.49	Amzn Mktp Us*Ma5Xz1Nq0 - PCard
09/09/2019	ACH	U.S. Bank PCards	Library	\$ 18.97	Amzn Mktp Us*Ma72R7Xa1 - PCard
09/09/2019	ACH	U.S. Bank PCards	City County Planning	\$ 11.37	Amzn Mktp Us*Ma8990Ah2 - PCard
09/09/2019	ACH	U.S. Bank PCards	Library	\$ 21.35	Amzn Mktp Us*Ma8N26Z50 - PCard
09/09/2019	ACH	U.S. Bank PCards	P.W. Admin	\$ 174.99	Amzn Mktp Us*Ma91C24O1 Am - PCard
09/09/2019	ACH	U.S. Bank PCards	IT Resources	\$ 8.99	Amzn Mktp Us*Mo62S7On1 Am - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 71.00	4Te*Kenco Security And Te - PCard
09/09/2019	ACH	U.S. Bank PCards	Parks Maintenance	\$ 138.41	Midland Implement Co - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 236.67	Midland Implement Co - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 44.15	Midland Implement Co - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 567.60	Midland Implement Co - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 839.07	Napa Store 3547001 - PCard
09/09/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 32.35	Pacific Steel #02 - PCard
09/09/2019	ACH	U.S. Bank PCards	Street/Traffic Oper	\$ 609.98	Shipton'S Big R-West - PCard
09/09/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 67.06	Six Robbles No 6 - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 210.35	Staleys Tire And Auto - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 695.42	State Chemic*State Che - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 15.00	Universal Awards - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 25.00	Western Awards & Engravin - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 70.00	Wilbur Ellis Billings - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 49.36	Yellowstone County Implem - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 23.93	Petsmart # 0393 - PCard
09/09/2019	ACH	U.S. Bank PCards	Street/Traffic Oper	\$ 195.89	Lowes #00319* - PCard
09/09/2019	ACH	U.S. Bank PCards	Park District 1	\$ 49.20	Lowes #00319* - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 22.56	Lowes #00319* - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 280.00	Industrial Coating Soluti - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 30.51	Wm Supercenter #1956 - PCard
09/09/2019	ACH	U.S. Bank PCards	Library	\$ 114.91	Wm Supercenter #1956 - PCard

Check Date	Check#	Name	Fund Name	Amount	Item Desc
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 100.00	A1 Jds Lock - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 56.00	Nfpa Natl Fire Protect - PCard
09/09/2019	ACH	U.S. Bank PCards	Park District 1	\$ 19.99	Adobe *Creative Cloud - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 984.00	Gunarama Wholesale Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 10.00	Target 00013334 - PCard
09/09/2019	ACH	U.S. Bank PCards	Wastewater	\$ 94.59	City Of Billings Pud - PCard
09/09/2019	ACH	U.S. Bank PCards	Wastewater	\$ 48.87	City Of Billings Pud - PCard
09/09/2019	ACH	U.S. Bank PCards	Parks Maintenance	\$ 83.04	Yellowstone Valley Co-Op - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 118.19	The Ups Store 2594 - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 17.78	Oreilly Auto #1551 - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 70.00	Mt Gov Online Trnsctns - PCard
09/09/2019	ACH	U.S. Bank PCards	Parking	\$ 26.91	Fedex 33260310 - PCard
09/09/2019	ACH	U.S. Bank PCards	Wastewater	\$ 97.97	Tfs*Fishersci Ecom Hus - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 16.49	Harbor Freight Tools 207 - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 130.00	Bighorn Boots - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 1,012.40	Animal Care Equipment And - PCard
09/09/2019	ACH	U.S. Bank PCards	Facilities Mngmt	\$ 53.10	Ah Turf Specialties Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	Fleet	\$ 321.41	Big Sky Linen And Unif - PCard
09/09/2019	ACH	U.S. Bank PCards	City County Planning	\$ 25.05	Big Sky Linen And Unif - PCard
09/09/2019	ACH	U.S. Bank PCards	Transit	\$ 135.00	Big Sky Linen And Unif - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 13.42	Border States Electric - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 626.00	Creative Monograms Smb - PCard
09/09/2019	ACH	U.S. Bank PCards	Wastewater	\$ 39.73	Econo Print - PCard
09/09/2019	ACH	U.S. Bank PCards	Engineering	\$ 84.08	Econo Print - PCard
09/09/2019	ACH	U.S. Bank PCards	Municipal Ct Grants	\$ 12.00	City Of Billings Finance - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 80.39	Hanson Chemical - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 221.00	Lesman Iron Works - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 13.08	Midland Implement Co - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 31.53	Midland Implement Co - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 16.75	Midland Implement Co - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 17.41	Midland Implement Co - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 69.86	Midland Implement Co - PCard
09/09/2019	ACH	U.S. Bank PCards	Facilities Mngmt	\$ 95.04	Napa Store 3547001 - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 10.54	Napa Store 3547001 - PCard
09/09/2019	ACH	U.S. Bank PCards	Wastewater	\$ 460.82	Northwest Scientific Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	Wastewater	\$ 20.75	Pacific Steel #02 - PCard
09/09/2019	ACH	U.S. Bank PCards	Street/Traffic Oper	\$ 116.11	Pacific Steel #02 - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 51.00	Pepsi-Cola Bottling Compa - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 181.00	Amerigas *Product - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 67.98	Shipton'S Big R-West - PCard
09/09/2019	ACH	U.S. Bank PCards	Street/Traffic Oper	\$ 899.97	Shipton'S Big R-West - PCard

Check Date	Check#	Name	Fund Name	Amount	Item Desc
09/09/2019	ACH	U.S. Bank PCards	General	\$ 51.00	Staleys Tire And Auto - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 2,399.28	Sundown Security - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 84.00	Universal Awards - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 65.00	Yellowstone Art Museum - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 82.00	Yellowstone Electric Comp - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 601.30	Graybar Electric - PCard
09/09/2019	ACH	U.S. Bank PCards	Wastewater	\$ 686.62	Hach Company - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 103.00	Hanson Chemical - PCard
09/09/2019	ACH	U.S. Bank PCards	Library	\$ 250.29	Hanson Chemical - PCard
09/09/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 692.64	Johnstone Supply Billings - PCard
09/09/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 66.47	Kb Commercial Products - PCard
09/09/2019	ACH	U.S. Bank PCards	Engineering	\$ 38.40	4Te*Kenco Security And Te - PCard
09/09/2019	ACH	U.S. Bank PCards	Parks Maintenance	\$ 452.49	Midland Implement Co - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 336.88	Midland Implement Co - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 260.44	Midland Implement Co - PCard
09/09/2019	ACH	U.S. Bank PCards	Parks Maintenance	\$ 150.83	Midland Implement Co - PCard
09/09/2019	ACH	U.S. Bank PCards	Parks Maintenance	\$ 312.48	Midland Implement Co - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 16.19	Midland Implement Co - PCard
09/09/2019	ACH	U.S. Bank PCards	Parks Maintenance	\$ 162.90	Northwest Pipe Fittings, - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 491.00	Pepsi-Cola Bottling Compa - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 29.00	Ratco Trailer And Hitch - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 10.00	Ratco Trailer And Hitch - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 64.65	Staleys Tire And Auto - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 6.90	Tvetene Turf - PCard
09/09/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 11.97	At&T*Bill Payment - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 429.00	The Sheridan Press - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 649.15	Airside Solutions, Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 18.94	Northwest Industrial Supp - PCard
09/09/2019	ACH	U.S. Bank PCards	Transit	\$ 259.27	Veritiv-West - PCard
09/09/2019	ACH	U.S. Bank PCards	Transit	\$ 27.47	Veritiv-West - PCard
09/09/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 320.80	Alaska Air 0272137639295 - PCard
09/09/2019	ACH	U.S. Bank PCards	Street/Traffic Oper	\$ 985.55	Dynamix Agitators Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 149.00	Global Leadership Netw - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 76.69	Motion Industries Mt01 - PCard
09/09/2019	ACH	U.S. Bank PCards	CDBG	\$ 80.01	Presidents Vol Srv Award - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 894.90	Riva Racing - PCard
09/09/2019	ACH	U.S. Bank PCards	P.W. Admin	\$ 660.18	Staybridge Denver - PCard
09/09/2019	ACH	U.S. Bank PCards	CDBG	\$ 690.70	Delta Air 0062382885062 - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 432.16	Cdw Govt #Tgd1292 - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 90.00	laai - PCard
09/09/2019	ACH	U.S. Bank PCards	Property Ins	\$ 1,032.87	J J Keller & Associates - PCard

Check Date	Check#	Name	Fund Name	Amount	Item Desc
09/09/2019	ACH	U.S. Bank PCards	Property Ins	\$ (538.87)	J J Keller & Associates - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 31.22	Billings Hardware & Se - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 30.00	United 0161528338497 - PCard
09/09/2019	ACH	U.S. Bank PCards	Building Inspection	\$ 350.10	United 0162466694128 - PCard
09/09/2019	ACH	U.S. Bank PCards	Wastewater	\$ 79.98	Heights Ace Hdwe - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 43.59	The Home Depot #3101 - PCard
09/09/2019	ACH	U.S. Bank PCards	CDBG	\$ 18.49	Office Depot #2135 - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 94.50	Dxp Enterprises - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ (64.95)	Amzn Mktp Us - PCard
09/09/2019	ACH	U.S. Bank PCards	Library	\$ 23.12	Amzn Mktp Us*Ma0U69Zn0 - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 23.87	Amzn Mktp Us*Ma26I5Y32 - PCard
09/09/2019	ACH	U.S. Bank PCards	Library	\$ 38.85	Amzn Mktp Us*Ma29P2Qk2 - PCard
09/09/2019	ACH	U.S. Bank PCards	Wastewater	\$ 183.91	Amzn Mktp Us*Ma65I4F10 Am - PCard
09/09/2019	ACH	U.S. Bank PCards	Library	\$ 11.71	Amzn Mktp Us*Ma6Rf8Bf2 - PCard
09/09/2019	ACH	U.S. Bank PCards	Library	\$ 19.25	Amzn Mktp Us*Ma7Zo5Bi2 - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 27.92	Amzn Mktp Us*Ma8Qj9Ew2 - PCard
09/09/2019	ACH	U.S. Bank PCards	City County Planning	\$ 9.46	Amzn Mktp Us*Ma8Ww3Jf2 - PCard
09/09/2019	ACH	U.S. Bank PCards	Library	\$ 25.77	Amzn Mktp Us*Mh58Z7Uw0 Am - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 14.90	Lowes #00319* - PCard
09/09/2019	ACH	U.S. Bank PCards	Engineering	\$ 17.96	Lowes #00319* - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 15.95	Wal-Mart #1956 - PCard
09/09/2019	ACH	U.S. Bank PCards	Municipal Ct Grants	\$ 11.34	Wal-Mart #1956 - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 1,200.00	Spectrum Reach - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 410.90	Nfpa Natl Fire Protect - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 69.99	Dmi* Dell Sales & Servic - PCard
09/09/2019	ACH	U.S. Bank PCards	Wastewater	\$ 14.99	Adobe *Acropro Subs - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 125.00	Mountainside Towing - PCard
09/09/2019	ACH	U.S. Bank PCards	Library	\$ 17.97	Target 00001719 - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 3.99	Target 00001719 - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 10.78	Target 00013334 - PCard
09/09/2019	ACH	U.S. Bank PCards	Wastewater	\$ 30.54	City Of Billings Pud - PCard
09/09/2019	ACH	U.S. Bank PCards	Park District 1	\$ (567.00)	Nc The Cat Rental St - PCard
09/09/2019	ACH	U.S. Bank PCards	Parks Maintenance	\$ 80.62	Yellowstone Valley Co-Op - PCard
09/09/2019	ACH	U.S. Bank PCards	Municipal Ct Grants	\$ 6.00	Party America Billings - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 297.96	Sherwin Williams 703429 - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 170.24	Grainger - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 100.00	Mt Gov Online Trnsctns - PCard
09/09/2019	ACH	U.S. Bank PCards	Library	\$ 109.00	La Quinta Inn & Suites - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 70.00	Bighorn Boots - PCard
09/09/2019	ACH	U.S. Bank PCards	Fleet	\$ 70.00	Bighorn Boots - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 1,266.56	Ah Turf Specialties Inc - PCard

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09/09/2019	ACH	U.S. Bank PCards	CDBG	\$ 96.00	Ah Turf Specialties Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 130.00	Als Bootery And Repair Sh - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 500.00	Aaae - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 239.25	Bruco Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	Library	\$ 2.35	Fishers Technology - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 862.74	Flowmark High Tech Co - PCard
09/09/2019	ACH	U.S. Bank PCards	Parking	\$ 8.95	Galls - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 289.52	Graybar Electric - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 39.01	Graybar Electric - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 125.00	Hansers Wrecker Company - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 550.00	Hansers Wrecker Company - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 133.10	Hanson Chemical - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 156.87	Hanson Chemical - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 77.13	Hanson Chemical - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 86.85	Johnstone Supply Billings - PCard
09/09/2019	ACH	U.S. Bank PCards	Library	\$ 75.00	4Te*Kenco Security And Te - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 180.00	Macon Supply Billings 308 - PCard
09/09/2019	ACH	U.S. Bank PCards	Transit	\$ 5.38	Midland Implement Co - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 41.28	Midland Implement Co - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 381.53	Midland Implement Co - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 60.47	Midland Implement Co - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 162.84	Northwest Pipe Fittings, - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 39.13	Northwest Scientific Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 83.00	Pepsi-Cola Bottling Compa - PCard
09/09/2019	ACH	U.S. Bank PCards	Street/Traffic Oper	\$ 285.60	Sherwin Williams 703203 - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 389.68	State Chemic*State Che - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 13.80	Tvetene Turf - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 2,369.98	Yellowstone Valley Elect - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 74.75	Buddy Punch - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 104.97	Facebk *Lj7Xgn2Kf2 - PCard
09/09/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 53.17	Norco Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 63.25	Jimmy Johns - 1646 - M - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 163.75	Jimmy Johns - 3082 - Moto - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 17.54	Albertsons #0038 - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 93.85	Ecolab Pest Cs - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 166.26	Ecolab Pest Cs - PCard
09/09/2019	ACH	U.S. Bank PCards	Wastewater	\$ 50.33	360 Office Solutions Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 16.51	360 Office Solutions Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	Central Services	\$ 189.20	360 Office Solutions Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	Engineering	\$ 48.95	360 Office Solutions Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 44.94	Heartland Paper Company - PCard

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09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 270.00	In *Portable Restroom Ser - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 200.60	Tlo Transunion - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 154.00	Sq *Geyser Park - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 160.00	Sp * Zoomontana - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 549.12	Tacoma Screw Products B - PCard
09/09/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 97.52	Tacoma Screw Products B - PCard
09/09/2019	ACH	U.S. Bank PCards	P.W. Admin	\$ 9.99	Lee Newspapers E Pay - PCard
09/09/2019	ACH	U.S. Bank PCards	Transit	\$ 127.11	Veritiv-West - PCard
09/09/2019	ACH	U.S. Bank PCards	City County Planning	\$ 600.00	2019 Appb Conference - PCard
09/09/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 210.10	Alaska Air 0272136945187 - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 591.50	Alaska Air 0272137614695 - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 675.00	Arff Working Group - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 10.00	Batteries Plus #0598 - PCard
09/09/2019	ACH	U.S. Bank PCards	Library	\$ 50.95	Boz /Exclaim Ent. Llc - PCard
09/09/2019	ACH	U.S. Bank PCards	Library	\$ 71.24	Boz /Exclaim Ent. Llc - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 21.51	Exxonmobil 45940731 - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 150.00	National Animal Care & Co - PCard
09/09/2019	ACH	U.S. Bank PCards	Municipal Ct Grants	\$ 397.00	Riverstone Health-Blgs - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 577.94	Lisacs Billingstire Sp - PCard
09/09/2019	ACH	U.S. Bank PCards	Facilities Mngmt	\$ 637.00	Kone, Inc. - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 764.50	Delta Air 0062382240032 - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 35.88	Costco Whse #0069 - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 1,324.90	Positive Promotions - PCard
09/09/2019	ACH	U.S. Bank PCards	Fleet	\$ 1,728.00	Mitchell1/Snap-On Us - PCard
09/09/2019	ACH	U.S. Bank PCards	P.W. Admin	\$ 30.00	United 0161527643189 - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 72.95	Sunshine Sports Aardvark - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 69.99	Kings Ace Hdwe - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 24.99	Heights Ace Hdwe - PCard
09/09/2019	ACH	U.S. Bank PCards	Street/Traffic Oper	\$ 252.00	Industrial Sales And Se - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ (9.97)	The Home Depot #3101 - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 265.75	Office Depot #1080 - PCard
09/09/2019	ACH	U.S. Bank PCards	Parking	\$ 31.19	Office Depot #2135 - PCard
09/09/2019	ACH	U.S. Bank PCards	Library	\$ 12.03	Amazon.Com*Ma2W37Nx0 - PCard
09/09/2019	ACH	U.S. Bank PCards	Library	\$ 6.48	Amazon.Com*Ma8S04Mz1 Amzn - PCard
09/09/2019	ACH	U.S. Bank PCards	IT Resources	\$ (5.95)	Amzn Mktp Us - PCard
09/09/2019	ACH	U.S. Bank PCards	P.W. Admin	\$ (48.93)	Amzn Mktp Us - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 61.99	Amzn Mktp Us*Ma1Oy0Gg2 - PCard
09/09/2019	ACH	U.S. Bank PCards	Library	\$ 19.98	Amzn Mktp Us*Ma8N26Z50 - PCard
09/09/2019	ACH	U.S. Bank PCards	Library	\$ 13.96	Amzn Mktp Us*Ma9Bi6Gc1 - PCard
09/09/2019	ACH	U.S. Bank PCards	Library	\$ 9.95	Amzn Mktp Us*Mo3Lq1F71 - PCard
09/09/2019	ACH	U.S. Bank PCards	CDBG	\$ 9.09	Amzn Mktp Us*Mo3V94Cu2 - PCard

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09/09/2019	ACH	U.S. Bank PCards	General	\$ 34.49	Wm Supercenter #2923 - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 46.49	Subway 00999912 - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 69.00	West End Lock And Secur - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 34.00	West End Lock And Secur - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 32.98	Target 00013334 - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 1.00	City Of Billings - PCard
09/09/2019	ACH	U.S. Bank PCards	Parks Maintenance	\$ 170.93	Ferguson Ent 2006 - PCard
09/09/2019	ACH	U.S. Bank PCards	Parks Maintenance	\$ 69.65	Yellowstone Valley Co-Op - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 240.00	Building Code Licpermit - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 41.91	Yellowstone County Treas - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 34.21	Great Harvest Bread Co. - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 1,288.00	Accent Print Shop - PCard
09/09/2019	ACH	U.S. Bank PCards	Engineering	\$ 130.00	Als Bootery And Repair Sh - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 16.96	Border States Electric - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 255.07	Bruco Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 48.00	Creative Monograms Smb - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 33.71	Fishers Technology - PCard
09/09/2019	ACH	U.S. Bank PCards	Street/Traffic Oper	\$ 32.05	Fishers Technology - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 147.81	Fishers Technology - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 63.05	Fishers Technology - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 661.20	Flowmark High Tech Co - PCard
09/09/2019	ACH	U.S. Bank PCards	Parking	\$ 47.99	Galls - PCard
09/09/2019	ACH	U.S. Bank PCards	Facilities Mngmt	\$ 84.96	Graybar Electric - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 16.50	Hanson Chemical - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 104.23	Hanson Chemical - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 142.59	Hanson Chemical - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 120.32	Hanson Chemical - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 8.25	Hanson Chemical - PCard
09/09/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 125.00	Johnstone Supply Billings - PCard
09/09/2019	ACH	U.S. Bank PCards	Wastewater	\$ 9.22	4Te*Kenco Security And Te - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 11.53	4Te*Kenco Security And Te - PCard
09/09/2019	ACH	U.S. Bank PCards	Street/Traffic Oper	\$ 705.00	Macon Supply Billings 308 - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 892.80	Midland Implement Co - PCard
09/09/2019	ACH	U.S. Bank PCards	Parks Maintenance	\$ 200.30	Midland Implement Co - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 403.50	Midland Implement Co - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 42.02	Midland Implement Co - PCard
09/09/2019	ACH	U.S. Bank PCards	CDBG	\$ 894.96	Montana Club - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 607.07	Moore Lane Veterinary Hos - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 441.92	Northwest Pipe Fittings, - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 162.90	Northwest Pipe Fittings, - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 158.00	Pepsi-Cola Bottling Compa - PCard

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09/09/2019	ACH	U.S. Bank PCards	General	\$ 74.00	Pepsicola Bottling Compan - PCard
09/09/2019	ACH	U.S. Bank PCards	Street/Traffic Oper	\$ 186.83	Sherwin Williams 703203 - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 49.99	Shipton'S Big R-East - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 149.99	Shipton'S Big R-West - PCard
09/09/2019	ACH	U.S. Bank PCards	Street/Traffic Oper	\$ 35.00	Tvetene Turf - PCard
09/09/2019	ACH	U.S. Bank PCards	Wastewater	\$ 168.07	Yellowstone Valley Elect - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 50.00	Www.Rocky.Edu - PCard
09/09/2019	ACH	U.S. Bank PCards	Street/Traffic Oper	\$ 39.00	Wmk - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 526.22	Treetop Products - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 67.05	Jimmy Johns - 3082 - Moto - PCard
09/09/2019	ACH	U.S. Bank PCards	CDBG	\$ 40.31	Albertsons #0038 - PCard
09/09/2019	ACH	U.S. Bank PCards	Fleet	\$ 28.06	360 Office Solutions Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	Fleet	\$ 44.98	360 Office Solutions Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 21.67	360 Office Solutions Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 32.01	360 Office Solutions Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	Transit	\$ 221.79	360 Office Solutions Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	Wastewater	\$ 62.16	360 Office Solutions Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 164.79	360 Office Solutions Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 252.44	360 Office Solutions Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 22.49	Kings Ace Hdwe - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 16.99	Kings Ace Hdwe - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 16.97	Kings Ace Hdwe - PCard
09/09/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 15.29	Kings Ace Hdwe - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 10.15	Heartland Paper Company - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 11.00	Dana Safety Supply - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 73.82	Ferguson Ent #3027 - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 66.08	Gotprint.Com - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 66.08	Gotprint.Com - PCard
09/09/2019	ACH	U.S. Bank PCards	Street/Traffic Oper	\$ 43.05	Awg 3575 - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 34.84	Awg 3575 - PCard
09/09/2019	ACH	U.S. Bank PCards	City County Planning	\$ 25.64	Facebk *8Url8Mslv2 - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 125.00	Get Air Billings, Llc - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 120.25	Jimmy Johns - 3082 - Moto - PCard
09/09/2019	ACH	U.S. Bank PCards	CDBG	\$ 23.97	Albertsons #0038 - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 7.98	Albertsons #4025 - PCard
09/09/2019	ACH	U.S. Bank PCards	Transit	\$ 139.94	Ecolab Pest As400 - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 125.00	Mountainside Auto & Recov - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 265.86	Spencer Fluid Power - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 14.03	360 Office Solutions Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	P.W. Admin	\$ 114.84	360 Office Solutions Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 207.00	360 Office Solutions Inc - PCard

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09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 187.85	Jimmy Johns - 3082 - Moto - PCard
09/09/2019	ACH	U.S. Bank PCards	Library	\$ 30.00	Albertsons #4025 - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 23.05	Albertsons #4025 - PCard
09/09/2019	ACH	U.S. Bank PCards	Fleet	\$ 4.97	360 Office Solutions Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	Parking	\$ 132.62	360 Office Solutions Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	Library	\$ 691.50	360 Office Solutions Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	Wastewater	\$ 35.98	Kings Ace Hdwe - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 18.76	Kings Ace Hdwe - PCard
09/09/2019	ACH	U.S. Bank PCards	P.W. Admin	\$ 19.61	360 Office Solutions Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	CDBG	\$ 54.10	360 Office Solutions Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 14.58	Kings Ace Hdwe - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 33.52	Kings Ace Hdwe - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 155.03	Heartland Paper Company - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 43.96	In *Canyon Creek Nursery - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 654.00	Billings Ink And Toner, I - PCard
09/09/2019	ACH	U.S. Bank PCards	Street/Traffic Oper	\$ 51.19	Tacoma Screw Products B - PCard
09/09/2019	ACH	U.S. Bank PCards	Wastewater	\$ 9.87	360 Office Solutions Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 32.98	360 Office Solutions Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 211.56	360 Office Solutions Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 26.97	Kings Ace Hdwe - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 4.59	Kings Ace Hdwe - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 20.47	Kings Ace Hdwe - PCard
09/09/2019	ACH	U.S. Bank PCards	Wastewater	\$ 44.99	Kings Ace Hdwe - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 29.97	Kings Ace Hdwe - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 86.98	Kings Ace Hdwe - PCard
09/09/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 21.94	Kings Ace Hdwe - PCard
09/09/2019	ACH	U.S. Bank PCards	Parking	\$ 0.99	Kings Ace Hdwe - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 4.99	Kings Ace Hdwe - PCard
09/09/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 19.79	Kings Ace Hdwe - PCard
09/09/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 450.00	In *Compliance Assurance - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 144.20	In *Cynthia Boyer - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 500.43	Dana Safety Supply - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 43.82	Tacoma Screw Products B - PCard
09/09/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 127.99	Tacoma Screw Products B - PCard
09/09/2019	ACH	U.S. Bank PCards	Transit	\$ 108.69	Veritiv-West - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 345.00	Ammunition Depot - PCard
09/09/2019	ACH	U.S. Bank PCards	P.W. Admin	\$ 62.02	Conoco - Loveland Cntry S - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 161.29	Decker Equipment - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 997.92	Lexmark Us Pfswebstore - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 490.96	Lexmark Us Pfswebstore - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 27.71	Kings Ace Hdwe - PCard

Check Date	Check#	Name	Fund Name	Amount	Item Desc
09/09/2019	ACH	U.S. Bank PCards	Facilities Mngmt	\$ 95.72	Heartland Paper Company - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 250.00	Excel Services - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 2,388.00	In *Archivesocial - PCard
09/09/2019	ACH	U.S. Bank PCards	Parks Maintenance	\$ 73.53	In *Canyon Creek Nursery - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 400.00	Act*Itrs - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 70.00	Sq *Scrap In Billin - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ (19.00)	Sq *The Grand Escap - PCard
09/09/2019	ACH	U.S. Bank PCards	Park District 1	\$ 213.68	Nrpa Housing - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 1,375.00	Public Agency Training - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 90.00	Sq *All Fun & Games - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 56.75	Harbor Freight Tools 207 - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 757.50	Delta Air 0062383917361 - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 47.82	Cdw Govt #Tfn0567 - PCard
09/09/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 15.99	Billings Hardware & Se - PCard
09/09/2019	ACH	U.S. Bank PCards	P.W. Admin	\$ 30.00	United 0161527643190 - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 666.00	Dana Safety Supply - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 670.00	Absaroka River Adventures - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 125.00	Budget Towing - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 4.68	Bettymills - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 9.36	Bettymills - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 931.50	Industrial Communications - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 372.00	Smk*Surveymonkey.Com - PCard
09/09/2019	ACH	U.S. Bank PCards	Library	\$ 150.00	Sq *Billings Best B - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ (6.00)	Sq *The Grand Escap - PCard
09/09/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 24.63	Tacoma Screw Products B - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 8.80	Northwest Industrial Supp - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 9.04	Northwest Industrial Supp - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 119.00	Global Leadership Netw - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 864.00	Marriott Key West - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 167.88	Northwest Specialty Sales - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 202.13	Nrpa Housing - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 61.95	Gih*Globalindustrialeq - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 59.98	Kings Ace Hdwe - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 10.98	Heights Ace Hdwe - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 24.96	Heights Ace Hdwe - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 32.64	Fei, Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 220.85	The Home Depot 3101 - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 27.98	Office Depot #2135 - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 5.09	Office Depot #2135 - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 126.00	Redd'S Prints And Signs I - PCard
09/09/2019	ACH	U.S. Bank PCards	Library	\$ 3.98	Reese & Ray'S Iga P - PCard

Check Date	Check#	Name	Fund Name	Amount	Item Desc
09/09/2019	ACH	U.S. Bank PCards	IT Resources	\$ 388.00	Sonicwall, Inc. - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 189.46	Automationandbeyond.Co - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 217.98	Lisacs Billingstire Sp - PCard
09/09/2019	ACH	U.S. Bank PCards	Police Programs	\$ 291.50	Peavey Corp. - PCard
09/09/2019	ACH	U.S. Bank PCards	Wastewater	\$ 648.10	Cdw Govt #Tgp0767 - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 187.69	Costco Whse #0069 - PCard
09/09/2019	ACH	U.S. Bank PCards	Park District 1	\$ 130.00	Sq *Rocky Mountain - PCard
09/09/2019	ACH	U.S. Bank PCards	Facilities Mngmt	\$ 149.00	At&T Smd7 15579 - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 148.32	Valley Distributing Of - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 312.39	Valley Distributing Of - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 27.23	Tacoma Screw Products B - PCard
09/09/2019	ACH	U.S. Bank PCards	Street/Traffic Oper	\$ 60.88	Tacoma Screw Products B - PCard
09/09/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 11.16	Tacoma Screw Products B - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 16.30	Northwest Industrial Supp - PCard
09/09/2019	ACH	U.S. Bank PCards	Library	\$ 8.99	Amazon.Com*Ma4Gm8Pn1 Amzn - PCard
09/09/2019	ACH	U.S. Bank PCards	Parking	\$ 8.02	Amazon.Com*Ma5872U91 Amzn - PCard
09/09/2019	ACH	U.S. Bank PCards	Facilities Mngmt	\$ 271.71	Amazon.Com*Mh51037G0 - PCard
09/09/2019	ACH	U.S. Bank PCards	Transit	\$ 39.95	Amzn Mktp Us*Ma0389Ki0 - PCard
09/09/2019	ACH	U.S. Bank PCards	Wastewater	\$ 6.80	Amzn Mktp Us*Ma3203G61 - PCard
09/09/2019	ACH	U.S. Bank PCards	Library	\$ 23.94	Amzn Mktp Us*Ma64D4Je0 - PCard
09/09/2019	ACH	U.S. Bank PCards	Street/Traffic Oper	\$ 274.84	Lowes #00319* - PCard
09/09/2019	ACH	U.S. Bank PCards	Municipal Ct Grants	\$ 17.12	Wal-Mart #1956 - PCard
09/09/2019	ACH	U.S. Bank PCards	City County Planning	\$ 109.50	Costco Whse #0069 - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 172.00	National Emergency Train - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 25.47	Billings Hardware & Se - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 30.00	United 0161528338496 - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 314.50	United 0162467896268 - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 59.94	Kings Ace Hdwe - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 900.00	Promotions Now - PCard
09/09/2019	ACH	U.S. Bank PCards	Library	\$ (195.00)	Apl*Apple Online Store - PCard
09/09/2019	ACH	U.S. Bank PCards	Street/Traffic Oper	\$ 62.34	Walmart.Com 8009666546 - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 23.64	Wm Supercenter #1956 - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 50.58	Wm Supercenter #2923 - PCard
09/09/2019	ACH	U.S. Bank PCards	Library	\$ 90.26	Wm Supercenter #2923 - PCard
09/09/2019	ACH	U.S. Bank PCards	Transit	\$ 185.90	Kimball Midwest - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 15.39	U-Haul Moving & Storage A - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 26.00	Dmi* Dell Corp Bus - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 504.46	Dmi* Dell Corp Bus - PCard
09/09/2019	ACH	U.S. Bank PCards	Library	\$ (195.00)	Apl*Apple Online Store - PCard
09/09/2019	ACH	U.S. Bank PCards	Parking	\$ 4.97	The Home Depot #3101 - PCard
09/09/2019	ACH	U.S. Bank PCards	P.W. Admin	\$ (76.90)	Office Depot #2135 - PCard

Check Date	Check#	Name	Fund Name	Amount	Item Desc
09/09/2019	ACH	U.S. Bank PCards	Municipal Ct Grants	\$ 51.94	Office Depot #450 - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ (851.49)	Mcmaster-Carr - PCard
09/09/2019	ACH	U.S. Bank PCards	Library	\$ 13.49	Amazon.Com*Ma4Gm8Pn1 Amzn - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 64.85	Amzn Mktp Us*Ma0Zi33B0 - PCard
09/09/2019	ACH	U.S. Bank PCards	City County Planning	\$ 26.49	Amzn Mktp Us*Ma1L26Z21 - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 74.43	Target 00013334 - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 73.30	City Of Billings Pud - PCard
09/09/2019	ACH	U.S. Bank PCards	Parks Maintenance	\$ 211.92	Yellowstone Valley Co-Op - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 1,334.40	Pcm Tigerdirect - PCard
09/09/2019	ACH	U.S. Bank PCards	IT Resources	\$ 269.30	Duo*Com - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 56.54	Grainger - PCard
09/09/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 68.09	Grainger - PCard
09/09/2019	ACH	U.S. Bank PCards	Fleet	\$ 432.00	Mt Dor Revenue Pmt - PCard
09/09/2019	ACH	U.S. Bank PCards	CDBG	\$ 8.80	Amzn Mktp Us*Ma1M638W0 - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 63.96	Amzn Mktp Us*Ma1Tj5Sj0 - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 45.43	Amzn Mktp Us*Ma2923042 - PCard
09/09/2019	ACH	U.S. Bank PCards	CDBG	\$ 30.96	Amzn Mktp Us*Ma4608Us1 - PCard
09/09/2019	ACH	U.S. Bank PCards	Wastewater	\$ 10.19	Amzn Mktp Us*Mh6ly8W40 - PCard
09/09/2019	ACH	U.S. Bank PCards	Facilities Mngmt	\$ 2.12	Lowes #00319* - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 17.91	Wal-Mart #2923 - PCard
09/09/2019	ACH	U.S. Bank PCards	Street/Traffic Oper	\$ 12.51	Wm Supercenter #1956 - PCard
09/09/2019	ACH	U.S. Bank PCards	Wastewater	\$ 395.80	Tfs*Fishersci Ecom Hus - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 40.00	Cna Surety - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 100.65	A & I Distributors - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 42.00	Accent Print Shop - PCard
09/09/2019	ACH	U.S. Bank PCards	Transit	\$ 39.14	Big Sky Linen And Unif - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 308.05	Bruco Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 241.65	City Towing - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 146.74	Archie Cochrane Ford - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 387.89	Northwest Industrial Supp - PCard
09/09/2019	ACH	U.S. Bank PCards	Library	\$ 39.59	Conoco - Clinton Market - PCard
09/09/2019	ACH	U.S. Bank PCards	Wastewater	\$ 697.50	Microcom Technologies, - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 150.00	Museum Of The Rockies, I - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 218.30	Nrpa Housing - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 366.99	Palmetto State Armory - PCard
09/09/2019	ACH	U.S. Bank PCards	CDBG	\$ 79.55	Pfl.Com - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 1,375.00	Public Agency Training - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 75.52	Wm Supercenter #2923 - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 10.00	A1 Jds Lock - PCard
09/09/2019	ACH	U.S. Bank PCards	Building Inspection	\$ 475.00	Nfpa Natl Fire Protect - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 504.46	Dmi* Dell Corp Bus - PCard

Check Date	Check#	Name	Fund Name	Amount	Item Desc
09/09/2019	ACH	U.S. Bank PCards	General	\$ 16.46	Target 00001719 - PCard
09/09/2019	ACH	U.S. Bank PCards	Wastewater	\$ 5.69	Target 00013334 - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 158.90	City Of Billings Pud - PCard
09/09/2019	ACH	U.S. Bank PCards	Street/Traffic Oper	\$ 21.26	Fastenal Company 01Mtb1 - PCard
09/09/2019	ACH	U.S. Bank PCards	Police Programs	\$ 102.00	Creative Monograms Smb - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 65.95	Econo Print - PCard
09/09/2019	ACH	U.S. Bank PCards	Library	\$ 120.36	Econo Print - PCard
09/09/2019	ACH	U.S. Bank PCards	CDBG	\$ 267.46	Fishers Technology - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 51.20	Flowmark High Tech Co - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 498.22	Galls - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 105.10	Hanson Chemical - PCard
09/09/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 140.29	Hose & Rubber Supply Blg - PCard
09/09/2019	ACH	U.S. Bank PCards	Parking	\$ 2.99	Albertsons #4025 - PCard
09/09/2019	ACH	U.S. Bank PCards	P.W. Admin	\$ 159.24	360 Office Solutions Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	Wastewater	\$ 40.58	360 Office Solutions Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	Parking	\$ 33.84	360 Office Solutions Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 10.39	360 Office Solutions Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	P.W. Admin	\$ 488.95	360 Office Solutions Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 426.48	360 Office Solutions Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	CDBG	\$ 34.21	360 Office Solutions Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	Building Inspection	\$ (309.00)	Int'L Code Council Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	Building Inspection	\$ 309.00	Int'L Code Council Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 110.00	Nc The Cat Rental St - PCard
09/09/2019	ACH	U.S. Bank PCards	CDBG	\$ 77.41	The Ups Store 2594 - PCard
09/09/2019	ACH	U.S. Bank PCards	Facilities Mngmt	\$ 605.00	Stanley Steemer/Blings - PCard
09/09/2019	ACH	U.S. Bank PCards	Wastewater	\$ 250.79	Grainger - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 9.90	Grainger - PCard
09/09/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 66.02	Grainger - PCard
09/09/2019	ACH	U.S. Bank PCards	Facilities Mngmt	\$ 71.00	4Te*Kenco Security And Te - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 25.70	Midland Implement Co - PCard
09/09/2019	ACH	U.S. Bank PCards	Parks Maintenance	\$ 276.00	Midland Implement Co - PCard
09/09/2019	ACH	U.S. Bank PCards	Parks Maintenance	\$ 97.08	Midland Implement Co - PCard
09/09/2019	ACH	U.S. Bank PCards	Engineering	\$ 55.00	Midland Printing - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 16.85	Northwest Pipe Fittings, - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 290.00	Northwest Scientific Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 149.00	Pacific Steel #02 - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 14.00	Dollar Tree - PCard
09/09/2019	ACH	U.S. Bank PCards	City County Planning	\$ 13.00	Dollar Tree - PCard
09/09/2019	ACH	U.S. Bank PCards	Library	\$ 5.00	Dollar Tree - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 71.88	Harbor Freight Tools 207 - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 63.86	Interstate Battery Of The - PCard

Check Date	Check#	Name	Fund Name	Amount	Item Desc
09/09/2019	ACH	U.S. Bank PCards	Facilities Mngmt	\$ 180.00	Air Controls-Billings - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 58.08	Big Sky Linen And Unif - PCard
09/09/2019	ACH	U.S. Bank PCards	Transit	\$ 45.00	Big Sky Linen And Unif - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 326.00	Rugged Depot Llc - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 604.90	Skc Communication Product - PCard
09/09/2019	ACH	U.S. Bank PCards	City County Planning	\$ (159.16)	Homes To Suites By Hilton - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 157.52	Candy Town Usa - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 29.34	Harbor Freight Tools 207 - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 576.50	Delta Air 0062382059770 - PCard
09/09/2019	ACH	U.S. Bank PCards	Wastewater	\$ 608.06	Cdw Govt #TIs1779 - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 15.90	Meadow Green Sales - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 181.00	Sq *Geyser Park - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 95.00	Sq *Scrap In Billin - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 16.00	Sq *The Global Lead - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 65.11	Tacoma Screw Products B - PCard
09/09/2019	ACH	U.S. Bank PCards	Street/Traffic Oper	\$ 17.09	Tacoma Screw Products B - PCard
09/09/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 663.26	Tacoma Screw Products B - PCard
09/09/2019	ACH	U.S. Bank PCards	Transit	\$ 609.31	Acc Climate Control - PCard
09/09/2019	ACH	U.S. Bank PCards	Park District 1	\$ 497.90	American Swing Products - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 1,320.00	Billings Overhead Door In - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 81.75	Chalet Market - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 33.74	Crescent Electric 054 - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 63.86	Crescent Electric 054 - PCard
09/09/2019	ACH	U.S. Bank PCards	Engineering	\$ 80.80	Econo Print - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 130.00	Energy Laboratories Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 143.47	Fishers Technology - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 124.37	Graybar Electric - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 208.19	Costco Whse #0069 - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 60.83	Costco Whse #0069 - PCard
09/09/2019	ACH	U.S. Bank PCards	CDBG	\$ 30.00	United 0161524773448 - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 506.50	United 0167333718837 - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 685.00	Sprocket'S Mach. & Weld - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 103.05	Kings Ace Hdwe - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 103.05	Kings Ace Hdwe - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 13.84	Heights Ace Hdwe - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 121.47	Hanson Chemical - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 370.33	Hose & Rubber Supply Blg - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 41.50	4Te*Kenco Security And Te - PCard
09/09/2019	ACH	U.S. Bank PCards	Parks Maintenance	\$ 259.93	Midland Implement Co - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 69.75	Midland Implement Co - PCard
09/09/2019	ACH	U.S. Bank PCards	Parks Maintenance	\$ 40.23	Midland Implement Co - PCard

Check Date	Check#	Name	Fund Name	Amount	Item Desc
09/09/2019	ACH	U.S. Bank PCards	Parks Maintenance	\$ 470.26	Midland Implement Co - PCard
09/09/2019	ACH	U.S. Bank PCards	Parks Maintenance	\$ 96.18	Midland Implement Co - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 7.59	Cvs/Pharmacy #08944 - PCard
09/09/2019	ACH	U.S. Bank PCards	City County Planning	\$ 224.37	Gaylord Rockies Resort - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 138.00	Hardees 1506319 - PCard
09/09/2019	ACH	U.S. Bank PCards	Police Programs	\$ 295.00	Safe Schools Summit - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 63.92	7003 Dominos Pizza - PCard
09/09/2019	ACH	U.S. Bank PCards	CDBG	\$ 30.00	Delta Air Baggage Fee - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 232.95	Costco Whse #0069 - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 9.78	Costco Whse #0069 - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 1,886.74	Midland Implement Co - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 145.63	Northwest Pipe Fittings, - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 411.86	Northwest Scientific Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 43.00	Pepsi-Cola Bottling Compa - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 73.00	Pepsi-Cola Bottling Compa - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 127.50	Reliable Tent Awning Co - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 72.00	Western Office Equipment - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 1,558.00	Yellowstone Electric Comp - PCard
09/09/2019	ACH	U.S. Bank PCards	City County Planning	\$ 50.00	Assoc Of Pedestrian & Bic - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 606.38	Montana Broom & Brush Co - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 235.00	Spic And Span - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 17.85	The Home Depot #3101 - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 4.97	The Home Depot #3101 - PCard
09/09/2019	ACH	U.S. Bank PCards	Parking	\$ 21.53	The Home Depot #3101 - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 44.09	Office Depot #2135 - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 23.15	Office Depot #450 - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 100.00	Costco Whse #0069 - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 29.95	Billings Hardware & Se - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 4.29	Billings Hardware & Se - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 14.38	Heights Ace Hdwe - PCard
09/09/2019	ACH	U.S. Bank PCards	Engineering	\$ 5.56	Heights Ace Hdwe - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 51.89	Heights Ace Hdwe - PCard
09/09/2019	ACH	U.S. Bank PCards	Library	\$ (195.00)	Apl*Apple Online Store - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 8.98	The Home Depot #3101 - PCard
09/09/2019	ACH	U.S. Bank PCards	Street/Traffic Oper	\$ 177.64	Yellowstone Valley Elect - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 26.99	Kings Ace Hdwe - PCard
09/09/2019	ACH	U.S. Bank PCards	Street/Traffic Oper	\$ 44.99	Kings Ace Hdwe - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 9.99	Kings Ace Hdwe - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 114.39	Forestry Suppliers Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	Wastewater	\$ 67.00	Superior Water Solutions - PCard
09/09/2019	ACH	U.S. Bank PCards	Library	\$ (195.00)	Apl*Apple Online Store - PCard

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09/09/2019	ACH	U.S. Bank PCards	Library	\$ (195.00)	Apl*Apple Online Store - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 822.73	Montana Broom & Brush Co - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 55.66	Office Depot #1080 - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 10.00	Office Depot #1080 - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 324.96	Mcmaster-Carr - PCard
09/09/2019	ACH	U.S. Bank PCards	Library	\$ 182.76	Center Point Large Print - PCard
09/09/2019	ACH	U.S. Bank PCards	Telephone System	\$ 40.98	Amazon.Com*Ma1Kb77K2 - PCard
09/09/2019	ACH	U.S. Bank PCards	Library	\$ 15.99	Amazon.Com*Ma2P52Qc2 - PCard
09/09/2019	ACH	U.S. Bank PCards	Library	\$ 21.95	Amzn Mktp Us*Ma1Mt22Q1 - PCard
09/09/2019	ACH	U.S. Bank PCards	Street/Traffic Oper	\$ 69.50	Amzn Mktp Us*Ma7Bk76N1 - PCard
09/09/2019	ACH	U.S. Bank PCards	Street/Traffic Oper	\$ 865.80	Sq *Rocky Mountain - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 75.00	Sp * Zoomontana - PCard
09/09/2019	ACH	U.S. Bank PCards	Transit	\$ 141.00	Compliancesigns Com - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 1,265.74	Itw Gse - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 675.92	Lexmark Us Pfswebstore - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 49.00	Neta - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 485.00	Nrpa-Congress - PCard
09/09/2019	ACH	U.S. Bank PCards	P.W. Admin	\$ 59.34	Ridley'S 1132 Sss - PCard
09/09/2019	ACH	U.S. Bank PCards	Library	\$ (21.35)	Amzn Mktp Us - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 16.79	Amzn Mktp Us*Ma0Y42Jy0 - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 16.99	Amzn Mktp Us*Ma3327441 - PCard
09/09/2019	ACH	U.S. Bank PCards	CDBG	\$ 118.19	Amzn Mktp Us*Ma5B33Au0 - PCard
09/09/2019	ACH	U.S. Bank PCards	Library	\$ 44.32	Amzn Mktp Us*Ma5Fy3Vb1 - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 83.96	Amzn Mktp Us*Mh11A5I50 Am - PCard
09/09/2019	ACH	U.S. Bank PCards	Park District 1	\$ 319.96	Amzn Mktp Us*Mo2Bz6Zw1 - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 20.97	Lowes #00319* - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 319.00	The Home Depot 3101 - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 268.20	Pricechopper Wristband - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 305.22	Sams Club #4805 - PCard
09/09/2019	ACH	U.S. Bank PCards	P.W. Admin	\$ 11.96	Sams Club #4805 - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 41.99	Dtv*Directv Service - PCard
09/09/2019	ACH	U.S. Bank PCards	Library	\$ 333.00	Simply Family Magazine, I - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 492.68	Golden Nugget Hotel Lv - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 760.38	Zoro Tools Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 822.66	Hc Warehouse/Buckstaff - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 110.65	Jimmy Johns - 3082 - Moto - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 28.77	Albertsons #0038 - PCard
09/09/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 238.34	360 Office Solutions Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	P.W. Admin	\$ 20.56	360 Office Solutions Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 216.40	360 Office Solutions Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 13.77	Ups*000000W219W8329 - PCard

Check Date	Check#	Name	Fund Name	Amount	Item Desc
09/09/2019	ACH	U.S. Bank PCards	Wastewater	\$ 64.80	Edge Construction Supp - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 45.00	Wheniwork.Com - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 13.23	Ferguson Ent #3027 - PCard
09/09/2019	ACH	U.S. Bank PCards	CDBG	\$ 12.95	Canva* 02401-9657254 - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 250.00	Paypal *Mosaicthrea - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 74.75	Buddy Punch - PCard
09/09/2019	ACH	U.S. Bank PCards	Library	\$ 12.95	Canva* 02411-0346899 - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 979.45	N Harris Computer Corpor - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 15.00	Facebk *Rwmnxmavj2 - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 15.00	Facebk *Uxjdklsb32 - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 117.75	Jimmy Johns - 3082 - Moto - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 9.99	Albertsons #0038 - PCard
09/09/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 120.00	Vannoy Metal Works - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 147.77	Edge Construction Supp - PCard
09/09/2019	ACH	U.S. Bank PCards	Wastewater	\$ 7.19	Bed Bath & Beyond #1310 - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 274.50	Cab Store Billings, Mt - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 85.00	Get Air Billings, Llc - PCard
09/09/2019	ACH	U.S. Bank PCards	Library	\$ 29.00	Www.Dhgate.Com - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 482.50	The International Soci - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 36.97	Travel Insurance Policy - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 66.74	Partstree Com - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 1,284.81	Policebikestore.Com - PCard
09/09/2019	ACH	U.S. Bank PCards	P.W. Admin	\$ 45.98	360 Office Solutions Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	P.W. Admin	\$ 27.53	360 Office Solutions Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 4.73	360 Office Solutions Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 159.89	360 Office Solutions Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	Library	\$ 7.50	360 Office Solutions Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 1,745.03	360 Office Solutions Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	Park District 1	\$ 90.01	Kings Ace Hdwe - PCard
09/09/2019	ACH	U.S. Bank PCards	City Health Ins Fund	\$ 460.00	In *Billings Association - PCard
09/09/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 372.56	Gaither Tool Company - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 79.00	Bus Mgmt Daily The Hr L - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 433.90	Norco Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 73.15	Jimmy Johns - 3082 - Moto - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 130.00	Shoe Carnival #0446 - PCard
09/09/2019	ACH	U.S. Bank PCards	Municipal Ct Grants	\$ 21.95	Albertsons #4025 - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 70.60	360 Office Solutions Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 55.93	360 Office Solutions Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 78.65	Vitality Medical Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 31.75	Samsclub #4805 - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 15.95	Wheniwork.Com - PCard

Check Date	Check#	Name	Fund Name	Amount	Item Desc
09/09/2019	ACH	U.S. Bank PCards	Wastewater	\$ 200.00	Paypal *Ata Train - PCard
09/09/2019	ACH	U.S. Bank PCards	Library	\$ 139.98	Findaway - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 74.75	Buddy Punch - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 81.15	360 Office Solutions Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 88.74	360 Office Solutions Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	IT Resources	\$ 115.00	360 Office Solutions Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 29.63	360 Office Solutions Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	Central Services	\$ 145.84	360 Office Solutions Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 53.02	360 Office Solutions Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 11.49	360 Office Solutions Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 12.58	Kings Ace Hdwe - PCard
09/09/2019	ACH	U.S. Bank PCards	Transit	\$ 642.83	Awg 3575 - PCard
09/09/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 62.69	Norco Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 1,000.00	Transportation Security - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 17.00	Jimmy Johns - 1646 - PCard
09/09/2019	ACH	U.S. Bank PCards	CDBG	\$ 57.25	Jimmy Johns - 1646 - E - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 12.50	Jimmy Johns - 3082 - Moto - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 74.45	Jimmy Johns - 3082 - Moto - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 99.98	Shoe Carnival #0446 - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 402.50	The International Soci - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 71.75	Smartsign - PCard
09/09/2019	ACH	U.S. Bank PCards	Facilities Mngmt	\$ 110.00	Sq *Skyline Service - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 67.94	First Aid Supplies Onl - PCard
09/09/2019	ACH	U.S. Bank PCards	Park District 1	\$ 81.00	Volgistics Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	Wastewater	\$ 5.87	Northwest Industrial Supp - PCard
09/09/2019	ACH	U.S. Bank PCards	Wastewater	\$ 10.86	Northwest Industrial Supp - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 444.43	Saginaw Control And Eng - PCard
09/09/2019	ACH	U.S. Bank PCards	Parking	\$ 75.99	Amazon.Com*Ma87B8De1 Amzn - PCard
09/09/2019	ACH	U.S. Bank PCards	City County Planning	\$ 620.00	American Planning A - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 2.75	360 Office Solutions Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 364.67	360 Office Solutions Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	Parking	\$ 33.84	360 Office Solutions Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 32.01	360 Office Solutions Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	Wastewater	\$ 91.81	360 Office Solutions Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 45.71	360 Office Solutions Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 55.23	360 Office Solutions Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 10.77	Kings Ace Hdwe - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 15.99	Cenex Zip Trip07082696 - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ (1.00)	Family Foot And Ankle As - PCard
09/09/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 1,748.87	Serious Lock - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 76.00	Aaim Solutions - PCard

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09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 1,000.00	Transportation Security - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 1,000.00	Transportation Security - PCard
09/09/2019	ACH	U.S. Bank PCards	CDBG	\$ 14.25	Jimmy Johns - 1526 - E - PCard
09/09/2019	ACH	U.S. Bank PCards	CDBG	\$ 115.75	Jimmy Johns - 1646 - E - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 4.98	Albertsons #0038 - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 3.81	Albertsons #0038 - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 5.99	Albertsons #0047 - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 6.58	Albertsons #4025 - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 13.52	360 Office Solutions Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	Wastewater	\$ 35.30	360 Office Solutions Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	Library	\$ 73.60	360 Office Solutions Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 185.24	360 Office Solutions Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 144.20	In *Cynthia Boyer - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 191.92	Dana Safety Supply - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 670.00	Absaroka River Adventures - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 125.00	Budget Towing - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 250.00	Budget Towing - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ (372.00)	Smk*Surveymonkey.Com - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 79.99	Charter Comm - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 7.30	Lucky S Billings - PCard
09/09/2019	ACH	U.S. Bank PCards	Library	\$ 31.42	Conoco - Town Pump 5600 R - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 161.68	Dewco Pumps & Equimnet - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 574.76	Galco Industrial Electro - PCard
09/09/2019	ACH	U.S. Bank PCards	Municipal Ct Grants	\$ 32.25	Sober Camel - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 317.11	Indelco Plastics Corp - PCard
09/09/2019	ACH	U.S. Bank PCards	CDBG	\$ 7.00	Taco Del Sol - PCard
09/09/2019	ACH	U.S. Bank PCards	CDBG	\$ 11.25	Jimmy Johns - 1646 - E - PCard
09/09/2019	ACH	U.S. Bank PCards	Library	\$ 54.65	Jimmy Johns - 1646 - M - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 180.22	Denny Menholt Service - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 595.00	Nrpa-Congress - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 485.00	Nrpa-Congress - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 595.00	Nrpa-Congress - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 163.54	Batteries+Bulbs #0253 - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 116.84	Candy Town Usa - PCard
09/09/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 31.49	Billings Hardware & Ga - PCard
09/09/2019	ACH	U.S. Bank PCards	P.W. Admin	\$ 320.10	United 0162467396182 - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 141.25	Tuffstuff Fitness Equ - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 102.72	Edge Construction Supp - PCard
09/09/2019	ACH	U.S. Bank PCards	City County Planning	\$ 143.17	Pita Pit - 14-025-Mt E - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 15.95	Wheniwork.Com - PCard
09/09/2019	ACH	U.S. Bank PCards	Parks Programs	\$ 358.00	International Bronze Plaq - PCard

Check Date	Check#	Name	Fund Name	Amount	Item Desc
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 58.60	Sp * Thesupplycache.Co - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 40.00	Tire Rama 104 Br - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 563.01	Sensidyne Lp - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 410.25	Tactical Med Solutions - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 27.99	The Wave - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 10.78	Bed Bath & Beyond #1310 - PCard
09/09/2019	ACH	U.S. Bank PCards	Solid Waste	\$ 94.89	Norco Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 24.97	Albertsons #0038 - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 6.98	Albertsons #4025 - PCard
09/09/2019	ACH	U.S. Bank PCards	Street/Traffic Oper	\$ 7.35	Usps Po 2907820108 - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 1,600.00	Zetx - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 729.09	Ultra Graphics, Llc - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 614.96	Sams Club #4805 - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 150.00	Zumba Fitness - PCard
09/09/2019	ACH	U.S. Bank PCards	Transit	\$ 40.00	Town & Country - PCard
09/09/2019	ACH	U.S. Bank PCards	Wastewater	\$ 21.17	Samsclub #4805 - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 97.20	Edge Construction Supp - PCard
09/09/2019	ACH	U.S. Bank PCards	IT Resources	\$ 594.31	Rapidsupplies.Com - PCard
09/09/2019	ACH	U.S. Bank PCards	P.W. Admin	\$ 386.00	Accounting Professional E - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 74.75	Buddy Punch - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 100.00	Paypal *Iccmtchapte - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 132.16	Gotprint.Com - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 28.63	Facebk *Cqc63Nwqf2 - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 18.07	Norco Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 71.65	Jimmy Johns - 3082 - Moto - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 129.25	Jimmy Johns # 1379 - PCard
09/09/2019	ACH	U.S. Bank PCards	Municipal Ct Grants	\$ 105.00	Albertsons #1227 - PCard
09/09/2019	ACH	U.S. Bank PCards	Municipal Ct Grants	\$ 6.97	Albertsons #4025 - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 110.07	Ecolab Pest Cs - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 104.27	Ecolab Pest Cs - PCard
09/09/2019	ACH	U.S. Bank PCards	Park District 1	\$ 630.00	The Good Earth Works Co - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 96.52	360 Office Solutions Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	P.W. Admin	\$ 241.94	360 Office Solutions Inc - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 23.98	Kings Ace Hdwe - PCard
09/09/2019	ACH	U.S. Bank PCards	Transit	\$ 9.18	Kings Ace Hdwe - PCard
09/09/2019	ACH	U.S. Bank PCards	Airport	\$ 8.99	Kings Ace Hdwe - PCard
09/09/2019	ACH	U.S. Bank PCards	Water	\$ 25.17	Kings Ace Hdwe - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 121.84	Kings Ace Hdwe - PCard
09/09/2019	ACH	U.S. Bank PCards	Park District 1	\$ 72.82	Kings Ace Hdwe - PCard
09/09/2019	ACH	U.S. Bank PCards	Public Safety	\$ 791.58	4lmpriint - PCard
09/09/2019	ACH	U.S. Bank PCards	General	\$ 102.00	Sunset Bowl - PCard

**Regular City Council Meeting**

**Meeting Date:** 10/15/2019

**TITLE:** Payment of Claims for the week of September 16, 2019

**PRESENTED BY:** Andy Zoeller, Finance Director

**Department:** City Hall Administration

**Presentation:** No

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**PROBLEM/ISSUE STATEMENT**

Claims in the amount of \$812,639.91 have been audited and are presented for City Council payment approval. A complete listing of the claims for the week are available in the Finance Department.

**ALTERNATIVES ANALYZED**

- No other alternative were analyzed

**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 Council approve the Payment of Claims.

**APPROVED BY CITY ADMINISTRATOR**

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**Attachments**

councilmemo09162019

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Check Date	Check#	Name	Fund Name	Amount	Item Desc
09/16/2019	826684	A & I Distributors	Solid Waste	\$ 40.34	3340726
09/16/2019	826684	A & I Distributors	Public Safety	\$ 39.79	3340726
09/16/2019	826684	A & I Distributors	Street/Traffic Oper	\$ 39.79	3340726
09/16/2019	826684	A & I Distributors	Solid Waste	\$ 83.88	3343057
09/16/2019	826684	A & I Distributors	Fleet	\$ 2,878.14	3350930 PO NUM 308529
09/16/2019	826684	A & I Distributors	Solid Waste	\$ 119.75	Grease for Landfill equipment 3347274
09/16/2019	826684	A & I Distributors	Transit	\$ 1,153.35	3340277 PO NUM 308529
09/16/2019	826684	A & I Distributors	Fleet	\$ 574.31	3340726 PO NUM 308529
09/16/2019	826684	A & I Distributors	Fleet	\$ 3,902.89	3340726 PO NUM 308529
09/16/2019	826684	A & I Distributors	Airport	\$ 786.58	Invoice #3350872. Grease and Transmission fluid
09/16/2019	826684	A & I Distributors	Solid Waste	\$ 3,084.89	Oil and DEF for the garbage trucks
09/16/2019	826684	A & I Distributors	Transit	\$ 92.95	3347890
09/16/2019	826684	A & I Distributors	Fleet	\$ 2,001.27	3344674 PO NUM 308529
09/16/2019	826684	A & I Distributors	Airport	\$ 1,807.82	Invoice #3346253. Motor Oil for Operations
09/16/2019	826685	A+ Electric Motor Repair	Water	\$ 4,875.00	Installation of Motor grounding rings for new Fox Pump Station
09/16/2019	826687	AAAE	Airport	\$ 18,550.00	AAAE & ALA Federal Affairs Membership
09/16/2019	826688	Accent Print Shop	Transit	\$ 3,400.00	Bus Passes for 2020
09/16/2019	826690	AE2S	Water	\$ 5,964.27	WO 19-17 Water Plant Drought and Flood Control Plan
09/16/2019	826691	Air Host Billings	Airport	\$ 3,115.20	State of the Airport/Air Service Breakfast
09/16/2019	826691	Air Host Billings	Airport	\$ 105.60	September Aviation and Transit Commission Meeting
09/16/2019	826696	Archie Cochrane	Transit	\$ 31.31	5295705
09/16/2019	826696	Archie Cochrane	Transit	\$ 30.20	5295880
09/16/2019	826696	Archie Cochrane	Transit	\$ 193.33	5296467
09/16/2019	826696	Archie Cochrane	Transit	\$ 194.93	5296989
09/16/2019	826696	Archie Cochrane	Fleet	\$ 325.91	5294392 PO NUM 308891
09/16/2019	826696	Archie Cochrane	Public Safety	\$ 1,693.35	5293705
09/16/2019	826696	Archie Cochrane	Public Safety	\$ 152.72	5294011
09/16/2019	826696	Archie Cochrane	Public Safety	\$ 97.88	5294142
09/16/2019	826696	Archie Cochrane	Public Safety	\$ 5.64	5294390
09/16/2019	826696	Archie Cochrane	Public Safety	\$ 118.66	5293727
09/16/2019	826696	Archie Cochrane	Solid Waste	\$ 392.24	5294186
09/16/2019	826696	Archie Cochrane	Public Safety	\$ 18.39	5293608
09/16/2019	826696	Archie Cochrane	Solid Waste	\$ 221.36	5294102
09/16/2019	826696	Archie Cochrane	Public Safety	\$ 362.26	5293533
09/16/2019	826696	Archie Cochrane	Solid Waste	\$ 246.52	5294187
09/16/2019	826696	Archie Cochrane	Public Safety	\$ 276.92	5293981
09/16/2019	826696	Archie Cochrane	Public Safety	\$ 75.39	5293867
09/16/2019	826696	Archie Cochrane	Public Safety	\$ (400.00)	5294012
09/16/2019	826696	Archie Cochrane	Public Safety	\$ 15.04	5294521
09/16/2019	826696	Archie Cochrane	Public Safety	\$ 367.79	5294541
09/16/2019	826697	Architectural Specialties	Airport	\$ 64,428.21	West Medivac Hangar Door Replacement Project

Check Date	Check#	Name	Fund Name	Amount	Item Desc
09/16/2019	826698	Armscor Cartridge	Public Safety	\$ 7,961.00	Armscor 8/20/19 Invoice 10565, ammo for firearm qualifications
09/16/2019	826699	Askin Construction	Airport	\$ 4,860.00	Invoice #A18042-G29. Asphalt Pavement Patch on Taxilane.
09/16/2019	826702	Bibliotheca LLC	Library	\$ 7,988.00	INV-US24095 Self-check upgrades
09/16/2019	826714	Business Tax Section	Gas Tax	\$ 2,882.15	WO 1903 Contract No. 3 City Crack Seal; Pmt 1
09/16/2019	826714	Business Tax Section	Storm Sewer	\$ 5,443.21	WO1830 City County Drain Executed Contract; Pmt 5
09/16/2019	826714	Business Tax Section	Park District 1	\$ 242.00	Utah Landscape; Primrose park playground equipment
09/16/2019	826714	Business Tax Section	Wastewater	\$ -	WO 17-06 Midland Road Improvements
09/16/2019	826714	Business Tax Section	Arterial Streets	\$ 751.46	WO 17-05 Monad Rd & Daniel St Traffic Signal; Pmt 1
09/16/2019	826714	Business Tax Section	Airport	\$ 650.79	West Medivac Hangar Door Replacement Project
09/16/2019	826714	Business Tax Section	Sidewalk Construction	\$ -	WO 17-06 Midland Road Improvements
09/16/2019	826714	Business Tax Section	Tax Increment South	\$ -	WO 17-06 Midland Road Improvements
09/16/2019	826714	Business Tax Section	Storm Sewer	\$ 133.29	WO 17-05 Monad Rd & Daniel St Traffic Signal; Pmt 1
09/16/2019	826714	Business Tax Section	Gas Tax	\$ 92.88	WO 17-06 Midland Road Improvements; Pmt 9
09/16/2019	826714	Business Tax Section	Water	\$ 1,960.67	WO 17-05 Monad Rd & Daniel St Traffic Signal; Pmt 1
09/16/2019	826716	Carquest Auto Parts	Wastewater	\$ 17.76	NONSTOCKING ITEMS-P.U.D.
09/16/2019	826716	Carquest Auto Parts	Wastewater	\$ 31.28	WASH BAY GENERATOR
09/16/2019	826716	Carquest Auto Parts	Water	\$ 7.94	Gas Cap
09/16/2019	826716	Carquest Auto Parts	Water	\$ 91.98	NONSTOCKING ITEMS-P.U.D.
09/16/2019	826716	Carquest Auto Parts	Wastewater	\$ 5.30	Gas Cap
09/16/2019	826716	Carquest Auto Parts	Solid Waste	\$ 12.81	451097
09/16/2019	826716	Carquest Auto Parts	Fleet	\$ 14.53	450620
09/16/2019	826716	Carquest Auto Parts	Fleet	\$ 44.04	451261
09/16/2019	826716	Carquest Auto Parts	Street/Traffic Oper	\$ 33.65	450897
09/16/2019	826716	Carquest Auto Parts	Fleet	\$ 11.67	450669
09/16/2019	826716	Carquest Auto Parts	Public Safety	\$ 161.49	450825
09/16/2019	826716	Carquest Auto Parts	Fleet	\$ 22.17	451131 PO NUM 308531
09/16/2019	826716	Carquest Auto Parts	Fleet	\$ 30.90	451067 PO NUM 308531
09/16/2019	826716	Carquest Auto Parts	Fleet	\$ 23.05	450552 PO NUM 308531
09/16/2019	826716	Carquest Auto Parts	Fleet	\$ 60.00	450869 PO NUM 308531
09/16/2019	826716	Carquest Auto Parts	Fleet	\$ 42.12	451366 PO NUM 308531
09/16/2019	826716	Carquest Auto Parts	Water	\$ 60.67	NONSTOCKING ITEMS-P.U.D.
09/16/2019	826716	Carquest Auto Parts	Fleet	\$ 221.24	450739 PO NUM 308531
09/16/2019	826716	Carquest Auto Parts	Fleet	\$ 30.93	450739 PO NUM 308531
09/16/2019	826716	Carquest Auto Parts	Public Safety	\$ 21.85	Antifreeze, sealant, hose clamp for water craft
09/16/2019	826716	Carquest Auto Parts	Water	\$ 144.69	INTERIOR VINYL DETAIL CLEANER P/N: MEG G13616
09/16/2019	826716	Carquest Auto Parts	Water	\$ 33.00	WINDSHIELD WASHER SOLVENT - PREMIXED WINTER MIX
09/16/2019	826716	Carquest Auto Parts	Water	\$ 195.60	WATER PARTS AND SUPPLIES PO NUM 308592
09/16/2019	826716	Carquest Auto Parts	Water	\$ 275.88	Car Wax TR3 pint can- Sliquid
09/16/2019	826716	Carquest Auto Parts	Water	\$ 151.58	DURAGLOSS TIRE GLOSS
09/16/2019	826716	Carquest Auto Parts	Water	\$ 60.61	UPHOLSTERY CLEANER & PROTECTOR P/N: MEG G13616
09/16/2019	826716	Carquest Auto Parts	Fleet	\$ 65.54	449625

Check Date	Check#	Name	Fund Name	Amount	Item Desc
09/16/2019	826716	Carquest Auto Parts	Street/Traffic Oper	\$ 21.44	449711
09/16/2019	826716	Carquest Auto Parts	Water	\$ 53.33	450282
09/16/2019	826716	Carquest Auto Parts	Water	\$ 18.03	450324
09/16/2019	826716	Carquest Auto Parts	Solid Waste	\$ 16.80	449715
09/16/2019	826716	Carquest Auto Parts	Fleet	\$ 18.39	449387
09/16/2019	826716	Carquest Auto Parts	Wastewater	\$ 12.57	NONSTOCKING ITEMS-P.U.D.
09/16/2019	826716	Carquest Auto Parts	Solid Waste	\$ 2.63	449744
09/16/2019	826716	Carquest Auto Parts	Solid Waste	\$ 16.80	449683
09/16/2019	826716	Carquest Auto Parts	Fleet	\$ 209.13	450440 PO NUM 308531
09/16/2019	826716	Carquest Auto Parts	Water	\$ 28.51	SHOP AIR HOSE
09/16/2019	826716	Carquest Auto Parts	Fleet	\$ 17.25	450557 PO NUM 308531
09/16/2019	826716	Carquest Auto Parts	Fleet	\$ 99.40	449317 PO NUM 308531
09/16/2019	826716	Carquest Auto Parts	Fleet	\$ 16.76	450603 PO NUM 308531
09/16/2019	826716	Carquest Auto Parts	Wastewater	\$ 19.00	SHOP AIR HOSE
09/16/2019	826716	Carquest Auto Parts	Fleet	\$ 30.00	450278 PO NUM 308531
09/16/2019	826716	Carquest Auto Parts	Fleet	\$ 12.00	450382 PO NUM 308531
09/16/2019	826716	Carquest Auto Parts	Fleet	\$ 7.34	450382 PO NUM 308531
09/16/2019	826716	Carquest Auto Parts	Fleet	\$ 9.78	450565 PO NUM 308531
09/16/2019	826716	Carquest Auto Parts	Fleet	\$ 71.96	450426 PO NUM 308531
09/16/2019	826716	Carquest Auto Parts	Wastewater	\$ 22.02	1935-559868; SHOP SUPPLIES WELDER CART
09/16/2019	826722	Continuant Inc	Telephone System	\$ 7,545.00	Annual Voice Mail Maintenance
09/16/2019	826730	Dixie Petro-Chem	Water	\$ 3,752.00	Bulk Chlorine
09/16/2019	826730	Dixie Petro-Chem	Water	\$ 450.00	Bulk Chlorine
09/16/2019	826730	Dixie Petro-Chem	Water	\$ 3,752.00	Bulk Chlorine
09/16/2019	826730	Dixie Petro-Chem	Water	\$ 3,712.00	Bulk Chlorine
09/16/2019	826730	Dixie Petro-Chem	Water	\$ 3,752.00	Bulk Chlorine
09/16/2019	826731	Dorsey & Whitney	Sidewalk Construction	\$ 8,000.00	Special Sidewalk, Curb, Gutter and Alley Approach Bond
09/16/2019	826732	DOWL	Gas Tax	\$ 9,725.00	WO 19-03 2019 Street Maintenance Overlay/Digout; Pmt 1
09/16/2019	826732	DOWL	Wastewater	\$ -	WO 16-05 Central Ave - Shiloh to 32nd St W; Change Order #5
09/16/2019	826732	DOWL	Arterial Streets	\$ 4,445.81	WO 16-05 Central Ave - Shiloh to 32nd St W; Pmt 35
09/16/2019	826732	DOWL	Sidewalk Construction	\$ -	WO 16-05 Central Ave - Shiloh to 32nd St W; Change Order #5
09/16/2019	826732	DOWL	Storm Sewer	\$ 4,611.25	WO 18-30 City County Drain Flood Mitigation
09/16/2019	826732	DOWL	Water	\$ -	WO 16-05 Central Ave - Shiloh to 32nd St W; Change Order #5
09/16/2019	826732	DOWL	Gas Tax	\$ 234.01	WO 16-05 Central Ave - Shiloh to 32nd St W; Pmt 35
09/16/2019	826742	First Montana Title	CDBG	\$ 15,000.00	FTHB Nathan Halter 1636 Clark Avenue
09/16/2019	826748	Hanson Chemical	Water	\$ 206.46	GARBAGE BAGS 38" X 60"
09/16/2019	826748	Hanson Chemical	Water	\$ 201.54	GARBAGE BAGS 24" X 33"
09/16/2019	826748	Hanson Chemical	Water	\$ 82.70	CAR & TRUCK WASH 5 GAL.
09/16/2019	826748	Hanson Chemical	Water	\$ 457.80	#345 TURN TOWEL WHITE 8" - (8030620)
09/16/2019	826748	Hanson Chemical	Water	\$ 40.95	FOAMING GLASS CLEANER
09/16/2019	826748	Hanson Chemical	Wastewater	\$ 148.75	360489; JANITORIAL SUPPLIES

Check Date	Check#	Name	Fund Name	Amount	Item Desc
09/16/2019	826748	Hanson Chemical	Street/Traffic Oper	\$ 2,762.28	orange degreaser for truck beds
09/16/2019	826751	High Point Networks	Information Resources	\$ 4,995.00	Block Dollars
09/16/2019	826751	High Point Networks	Library	\$ 358.00	Invoice 136394
09/16/2019	826755	Iaff	Payroll Clearing	\$ 4,640.90	Payroll Summary
09/16/2019	826766	Knife River	Street/Traffic Oper	\$ 45.45	1 1/2" crushed base
09/16/2019	826766	Knife River	Street/Traffic Oper	\$ 3,070.10	asphalt
09/16/2019	826766	Knife River	Wastewater	\$ -	WO 17-06 Midland Road Improvements
09/16/2019	826766	Knife River	Gas Tax	\$ 9,195.87	WO 17-06 Midland Road Improvements; Pmt 9
09/16/2019	826766	Knife River	Sidewalk Construction	\$ -	WO 17-06 Midland Road Improvements
09/16/2019	826766	Knife River	Tax Increment South	\$ -	WO 17-06 Midland Road Improvements
09/16/2019	826766	Knife River	Street/Traffic Oper	\$ 115.50	asphalt
09/16/2019	826766	Knife River	Street/Traffic Oper	\$ 379.55	1 1/2" crushed base
09/16/2019	826766	Knife River	Street/Traffic Oper	\$ 1,942.60	asphalt
09/16/2019	826766	Knife River	Street/Traffic Oper	\$ 78.15	1 1/2" crushed base
09/16/2019	826766	Knife River	Street/Traffic Oper	\$ 2,316.60	asphalt
09/16/2019	826766	Knife River	Street/Traffic Oper	\$ 97.10	1 1/2" crushed base
09/16/2019	826767	Kois Brothers Equip	Solid Waste	\$ 241.59	117080
09/16/2019	826767	Kois Brothers Equip	Water	\$ 690.77	117125
09/16/2019	826767	Kois Brothers Equip	Solid Waste	\$ 289.57	117080
09/16/2019	826767	Kois Brothers Equip	Fleet	\$ 571.20	117335 PO NUM 308534
09/16/2019	826767	Kois Brothers Equip	Solid Waste	\$ 939.82	117081
09/16/2019	826767	Kois Brothers Equip	Solid Waste	\$ 75.75	117081
09/16/2019	826775	Mitchell Repair	Transit	\$ 3,073.20	Technical & Diagnostic software for Maintenance laptop
09/16/2019	826778	Montana CSED	Payroll Clearing	\$ 3,376.68	Payroll Summary
09/16/2019	826779	Montana Dakota Utilities	Fleet	\$ 7,941.56	091219 PO NUM 308861
09/16/2019	826782	MT State Fireman	Payroll Clearing	\$ 4,240.73	Payroll Summary
09/16/2019	826783	MPPA	Payroll Clearing	\$ 3,526.65	Payroll Summary
09/16/2019	826785	MT Waterworks	Water	\$ 340.00	24" POLYWRAP .008 MIL - PIPE WRAP (1881684)
09/16/2019	826785	MT Waterworks	Water	\$ 70.59	3/4" COUPLING IPS PEP X MIP P/N: 747533Q34
09/16/2019	826785	MT Waterworks	Water	\$ 68.44	8 INCH INDIANA SEWER SEAL - PVC X CLAY
09/16/2019	826785	MT Waterworks	Water	\$ 168.00	8" X 14' PLASTIC SEWER PIPE P/N: SDR35P814
09/16/2019	826785	MT Waterworks	Water	\$ 32.00	1" COUPLING CTS X FLARE - NL P/N: 74755Q1
09/16/2019	826785	MT Waterworks	Street/Traffic Oper	\$ 293.11	pipe couplers for copperridge
09/16/2019	826785	MT Waterworks	Water	\$ 586.80	3/4" SOFT COPPER PIPE - TYPE K P/N: KSOFT3460
09/16/2019	826785	MT Waterworks	Water	\$ 350.00	CURB BOX PLUG - 1-1/4" #58039 CAST IRON
09/16/2019	826785	MT Waterworks	Water	\$ 34.88	STREET ELBOW 3/4" - BRASS 45° P/N: 72246
09/16/2019	826785	MT Waterworks	Water	\$ 70.00	BLACK BUSHING 2" X 1-1/2" P/N: 2112BBU
09/16/2019	826785	MT Waterworks	Water	\$ 170.00	24" POLYWRAP .008 MIL - PIPE WRAP (1881684)
09/16/2019	826785	MT Waterworks	Water	\$ 618.00	TYLER #6 VALVE BOX BASE (TY381525)
09/16/2019	826785	MT Waterworks	Water	\$ 600.00	5/8" X 1/8" RUBBER METER GASKET - Bags of 100
09/16/2019	826785	MT Waterworks	Water	\$ 243.39	3/4" COMP CTS BALL VALVE-NL P/N: 76104Q34

Check Date	Check#	Name	Fund Name	Amount	Item Desc
09/16/2019	826785	MT Waterworks	Water	\$ 869.76	3/4" CORP - 74701BQ34 P/N: 74701BQ34
09/16/2019	826785	MT Waterworks	Water	\$ 325.35	29855; 3- 8"x 2" SADDLES
09/16/2019	826785	MT Waterworks	Water	\$ 96.00	1" COUPLING CTS X FLARE - NL P/N: 74755Q1
09/16/2019	826785	MT Waterworks	Water	\$ 500.00	CURB BOX 1-1/2" TAP - 6 1/2' (MINNESOTA) P/N: 5614612
09/16/2019	826785	MT Waterworks	Water	\$ 84.00	CLOUD WHITE MARKING PAINT P/N: S03901
09/16/2019	826785	MT Waterworks	Water	\$ 1,606.20	TYLER 6860 HD 26" TOP SECTION (TY502166) (COB-100)
09/16/2019	826785	MT Waterworks	Water	\$ 586.80	29556; 2-60' ROLLS OF 3/4" COPPER
09/16/2019	826785	MT Waterworks	Water	\$ 745.48	6" X 20" CI FC CLAMP - F1-724 X 20 X SH
09/16/2019	826785	MT Waterworks	Water	\$ 110.00	3/4" T113 - BRASS GATE VALVE NIBCO
09/16/2019	826785	MT Waterworks	Water	\$ 6,661.60	3/4" METER LOOPS AKA YOKE
09/16/2019	826790	Northwest Industrial	Water	\$ 476.84	NONSTOCKING ITEMS-P.U.D.
09/16/2019	826790	Northwest Industrial	Water	\$ 61.48	1" PAINT BRUSH
09/16/2019	826790	Northwest Industrial	Water	\$ 142.08	12" NEOPRENE GAUNTLET GLOVE
09/16/2019	826790	Northwest Industrial	Water	\$ 76.85	5/8" HS DRILL BIT
09/16/2019	826790	Northwest Industrial	Wastewater	\$ 18.79	1528079; 1/2" WOBBLE SOCKET & EXTENSION
09/16/2019	826790	Northwest Industrial	Water	\$ 28.19	1528079; 1/2" WOBBLE SOCKET & EXTENSION
09/16/2019	826790	Northwest Industrial	Water	\$ 28.50	7/16" HS DRILL BIT
09/16/2019	826790	Northwest Industrial	Water	\$ 109.60	2 1/2" PAINT BRUSH - (8781940)
09/16/2019	826790	Northwest Industrial	Water	\$ 194.34	#00 SOLID BACK IRRIGATION SHOVEL
09/16/2019	826790	Northwest Industrial	Wastewater	\$ 7.39	1528101; MACHINE WIRE WEST FENCE
09/16/2019	826790	Northwest Industrial	Water	\$ 22.93	1528319; CUTTER WHEELS FOR COPPER TUBING
09/16/2019	826790	Northwest Industrial	Wastewater	\$ 15.29	1528319; CUTTER WHEELS FOR COPPER TUBING
09/16/2019	826790	Northwest Industrial	Water	\$ 85.00	1528146; WIRE ROPE ASSEMBLY
09/16/2019	826790	Northwest Industrial	Water	\$ 565.82	CHAIN LEVER HOIST
09/16/2019	826790	Northwest Industrial	Water	\$ (169.53)	Return Parts
09/16/2019	826790	Northwest Industrial	Wastewater	\$ 114.52	SAFETY MAT FOR BOXCAR
09/16/2019	826790	Northwest Industrial	Water	\$ 981.32	PARTS FOR UNIT 7356 HOIST
09/16/2019	826790	Northwest Industrial	Water	\$ 203.12	1528261; FIBERGLASS LADDER
09/16/2019	826791	Northwest Pipe Fittings	Wastewater	\$ 17.53	1187400; DRAIN IN SECONDARY TUNNEL
09/16/2019	826791	Northwest Pipe Fittings	Water	\$ 26.80	2" TURBINE MAIN CASE GASKET - 9752-001 P/N: 203NS11761
09/16/2019	826791	Northwest Pipe Fittings	Water	\$ 18.92	1186307; STAPLES C/2
09/16/2019	826791	Northwest Pipe Fittings	Water	\$ 115.29	1182462; PIPE CLEANER
09/16/2019	826791	Northwest Pipe Fittings	Wastewater	\$ 76.86	1182462; PIPE CLEANER
09/16/2019	826791	Northwest Pipe Fittings	Water	\$ 33.70	1197262; STAPLES C/2
09/16/2019	826791	Northwest Pipe Fittings	Water	\$ 19.63	1195550; WATER PLANT, WILLETT CL17
09/16/2019	826791	Northwest Pipe Fittings	Water	\$ 32.92	PVC FITTINGS
09/16/2019	826791	Northwest Pipe Fittings	Water	\$ 13,745.00	5/8 X 3/4 E-CODER WALL CU/FT METER
09/16/2019	826791	Northwest Pipe Fittings	Water	\$ 99.84	1" PVC SCH 80 TXT BALL VALVE - CHEMTROL
09/16/2019	826791	Northwest Pipe Fittings	Water	\$ 45.80	2" PVC SCH 80 SXM ADAPTOR (836020) 0861882
09/16/2019	826791	Northwest Pipe Fittings	Water	\$ 30.30	2" PVC REPAIR COUPLING (EXPANSION JOINT)
09/16/2019	826791	Northwest Pipe Fittings	Water	\$ 101.60	DUCK BUTTER PIPE LUBE P/N: 4623050

Check Date	Check#	Name	Fund Name	Amount	Item Desc
09/16/2019	826791	Northwest Pipe Fittings	Water	\$ 839.45	3" STRAINER FOR 3" METER 111-255-00120
09/16/2019	826791	Northwest Pipe Fittings	Water	\$ 747.20	2" TURBINE METER - CU FT ARB-REG/FLGS P/N: 202NS62276
09/16/2019	826791	Northwest Pipe Fittings	Water	\$ 2,711.15	3" TRUFLO COMPOUND CU/FT METER P/N: 2024255
09/16/2019	826791	Northwest Pipe Fittings	Water	\$ 79.20	1187042; STAPLES C/2
09/16/2019	826791	Northwest Pipe Fittings	Water	\$ 112.18	1192909; COUPLINGS AND SEWER PIPE
09/16/2019	826792	NorthWestern Energy	General	\$ 31.01	1849408-8
09/16/2019	826792	NorthWestern Energy	Water	\$ 16.63	1867265-9
09/16/2019	826792	NorthWestern Energy	Parks Maintenance	\$ 7.37	1514388-6
09/16/2019	826792	NorthWestern Energy	Public Safety	\$ 8.25	0712532-1
09/16/2019	826792	NorthWestern Energy	General	\$ 65.33	0813489-2
09/16/2019	826792	NorthWestern Energy	Public Safety	\$ 2,154.78	1183483-5
09/16/2019	826792	NorthWestern Energy	Parks Maintenance	\$ 6.99	0881455-0
09/16/2019	826792	NorthWestern Energy	Water	\$ 41.87	1160807-2
09/16/2019	826792	NorthWestern Energy	Building Inspection	\$ 24.22	1569631-3
09/16/2019	826792	NorthWestern Energy	General	\$ 6.10	1588262-4
09/16/2019	826792	NorthWestern Energy	General	\$ 44.81	1941243-6
09/16/2019	826792	NorthWestern Energy	CDBG	\$ 5.40	930 Steffanich Dr- Foreclosure / Rehab Program
09/16/2019	826792	NorthWestern Energy	Street/Traffic Oper	\$ 53.91	3648861-7
09/16/2019	826792	NorthWestern Energy	Street/Traffic Oper	\$ 7.08	3088038-9
09/16/2019	826792	NorthWestern Energy	Street/Traffic Oper	\$ 0.81	3590004-2
09/16/2019	826792	NorthWestern Energy	General	\$ 15.87	0978917-3
09/16/2019	826792	NorthWestern Energy	Water	\$ 54.85	1346673-5
09/16/2019	826792	NorthWestern Energy	Parks Maintenance	\$ 1.37	1265177-4
09/16/2019	826792	NorthWestern Energy	Street/Traffic Oper	\$ 6.10	1242222-6
09/16/2019	826792	NorthWestern Energy	General	\$ 35.37	1904944-4
09/16/2019	826792	NorthWestern Energy	Parks Maintenance	\$ 0.24	1029192-0
09/16/2019	826792	NorthWestern Energy	Parks Maintenance	\$ 50.49	1045813-1
09/16/2019	826792	NorthWestern Energy	General	\$ 6.10	3178260-0
09/16/2019	826792	NorthWestern Energy	Public Safety	\$ 536.78	0720817-6
09/16/2019	826792	NorthWestern Energy	Parks Maintenance	\$ 1.27	1948667-9
09/16/2019	826792	NorthWestern Energy	Parks Maintenance	\$ 5.52	2055817-7
09/16/2019	826792	NorthWestern Energy	General	\$ 871.88	0712538-8
09/16/2019	826792	NorthWestern Energy	Street/Traffic Oper	\$ 10.67	0855404-0
09/16/2019	826792	NorthWestern Energy	Street/Traffic Oper	\$ 23.33	1045820-6
09/16/2019	826792	NorthWestern Energy	Wastewater	\$ 117.60	Correction of monthly service fees
09/16/2019	826792	NorthWestern Energy	Transit	\$ 2,681.87	Electricity at METroplex 7/26/19 to 8/27/19
09/16/2019	826792	NorthWestern Energy	Water	\$ 629.18	2082903-2 AUG 2019; MONTHLY SERVICE FEES
09/16/2019	826799	Prorover	General	\$ 3,700.00	cut large hybrid poplar at stanford court cul-de-sac
09/16/2019	826800	Public Utilities	Parks Maintenance	\$ 53.04	136115
09/16/2019	826800	Public Utilities	Airport	\$ 17,836.11	136516
09/16/2019	826800	Public Utilities	Parks Maintenance	\$ 3,075.84	136090

Check Date	Check#	Name	Fund Name	Amount	Item Desc
09/16/2019	826800	Public Utilities	Parks Maintenance	\$ 3,897.65	136096
09/16/2019	826800	Public Utilities	Parks Maintenance	\$ 2,910.84	136099
09/16/2019	826800	Public Utilities	Parks Maintenance	\$ 5,369.23	163614
09/16/2019	826800	Public Utilities	Parks Maintenance	\$ 9.61	179987
09/16/2019	826800	Public Utilities	Parks Maintenance	\$ 9.45	136098
09/16/2019	826800	Public Utilities	Parks Maintenance	\$ 5,645.80	164212
09/16/2019	826800	Public Utilities	Street/Traffic Oper	\$ 4,433.41	181505
09/16/2019	826800	Public Utilities	Parks Maintenance	\$ 6,453.60	136095
09/16/2019	826800	Public Utilities	Parks Maintenance	\$ 346.18	136082
09/16/2019	826800	Public Utilities	Parks Maintenance	\$ 2,507.80	148398
09/16/2019	826800	Public Utilities	Parks Maintenance	\$ 450.87	148423
09/16/2019	826800	Public Utilities	Parks Maintenance	\$ 189.95	180091
09/16/2019	826800	Public Utilities	General	\$ 1,319.07	180092
09/16/2019	826800	Public Utilities	Parks Maintenance	\$ 114.14	187900
09/16/2019	826800	Public Utilities	Parks Maintenance	\$ 187.52	136111
09/16/2019	826800	Public Utilities	Parks Maintenance	\$ 5,961.53	136091
09/16/2019	826800	Public Utilities	Parks Maintenance	\$ 1,340.10	148702
09/16/2019	826800	Public Utilities	Parks Maintenance	\$ 1,710.90	164211
09/16/2019	826800	Public Utilities	Street/Traffic Oper	\$ 1,940.03	168593
09/16/2019	826800	Public Utilities	Street/Traffic Oper	\$ 40.04	180331
09/16/2019	826800	Public Utilities	Parks Maintenance	\$ 2,575.35	136108
09/16/2019	826800	Public Utilities	Parks Maintenance	\$ 1,118.72	148074
09/16/2019	826800	Public Utilities	Parks Maintenance	\$ 18,077.80	136092
09/16/2019	826800	Public Utilities	Parks Maintenance	\$ 1,086.37	136093
09/16/2019	826800	Public Utilities	Parks Maintenance	\$ 1,608.68	136101
09/16/2019	826800	Public Utilities	Parks Maintenance	\$ 39.20	136112
09/16/2019	826800	Public Utilities	Parks Maintenance	\$ 1,598.85	180090
09/16/2019	826800	Public Utilities	Street/Traffic Oper	\$ 1,563.46	180334
09/16/2019	826800	Public Utilities	Parks Maintenance	\$ 1,318.94	136087
09/16/2019	826800	Public Utilities	Parks Maintenance	\$ 1,066.37	168362
09/16/2019	826800	Public Utilities	Street/Traffic Oper	\$ 2,907.51	168389
09/16/2019	826800	Public Utilities	Street/Traffic Oper	\$ 3,332.36	185688
09/16/2019	826800	Public Utilities	Street/Traffic Oper	\$ 164.56	180338
09/16/2019	826800	Public Utilities	Street/Traffic Oper	\$ 3,437.05	184751
09/16/2019	826800	Public Utilities	Street/Traffic Oper	\$ 2,032.76	185691
09/16/2019	826800	Public Utilities	Street/Traffic Oper	\$ 5,278.15	191161
09/16/2019	826800	Public Utilities	Parks Maintenance	\$ 240.65	201942
09/16/2019	826800	Public Utilities	Parks Maintenance	\$ 12,626.70	236250
09/16/2019	826800	Public Utilities	Street/Traffic Oper	\$ 1,929.37	259591
09/16/2019	826800	Public Utilities	Parks Maintenance	\$ 2,106.05	148654
09/16/2019	826800	Public Utilities	Parks Maintenance	\$ 2,911.08	166674

Check Date	Check#	Name	Fund Name	Amount	Item Desc
09/16/2019	826800	Public Utilities	Street/Traffic Oper	\$ 152.71	180396
09/16/2019	826800	Public Utilities	Parks Maintenance	\$ 606.10	136100
09/16/2019	826800	Public Utilities	Street/Traffic Oper	\$ 2,060.56	180335
09/16/2019	826800	Public Utilities	Street/Traffic Oper	\$ 748.90	259589
09/16/2019	826800	Public Utilities	Street/Traffic Oper	\$ 3,166.30	180332
09/16/2019	826800	Public Utilities	Street/Traffic Oper	\$ 121.24	180339
09/16/2019	826800	Public Utilities	Street/Traffic Oper	\$ 960.59	185689
09/16/2019	826800	Public Utilities	Street/Traffic Oper	\$ 120.22	243346
09/16/2019	826800	Public Utilities	Street/Traffic Oper	\$ 2,595.92	180336
09/16/2019	826800	Public Utilities	Street/Traffic Oper	\$ 603.20	185690
09/16/2019	826800	Public Utilities	Parks Maintenance	\$ 4,806.33	242652
09/16/2019	826800	Public Utilities	Street/Traffic Oper	\$ 2,050.57	191162
09/16/2019	826800	Public Utilities	Street/Traffic Oper	\$ 203.25	243345
09/16/2019	826800	Public Utilities	Street/Traffic Oper	\$ 730.31	248978
09/16/2019	826800	Public Utilities	Street/Traffic Oper	\$ 8.72	167082
09/16/2019	826800	Public Utilities	Parks Maintenance	\$ 602.49	176577
09/16/2019	826800	Public Utilities	Street/Traffic Oper	\$ 918.40	180333
09/16/2019	826800	Public Utilities	Street/Traffic Oper	\$ 92.36	180337
09/16/2019	826800	Public Utilities	Street/Traffic Oper	\$ 221.30	241853
09/16/2019	826800	Public Utilities	Parks Maintenance	\$ 215.38	102418
09/16/2019	826800	Public Utilities	Parks Maintenance	\$ 7,439.97	136103
09/16/2019	826800	Public Utilities	Street/Traffic Oper	\$ 287.35	178621
09/16/2019	826800	Public Utilities	Parks Maintenance	\$ 1,858.77	192352
09/16/2019	826800	Public Utilities	Street/Traffic Oper	\$ 127.44	243891
09/16/2019	826800	Public Utilities	Parks Maintenance	\$ 1,245.07	158252
09/16/2019	826800	Public Utilities	Parks Maintenance	\$ 128.58	163944
09/16/2019	826800	Public Utilities	Parks Maintenance	\$ 2,719.75	175850
09/16/2019	826800	Public Utilities	Parks Maintenance	\$ 432.82	177710
09/16/2019	826800	Public Utilities	Street/Traffic Oper	\$ 698.36	259590
09/16/2019	826814	Star Service Inc	Wastewater	\$ 4,200.00	19020-2; SCREEN PUMP BUILDING
09/16/2019	826815	Stewart Title Company	CDBG	\$ 15,000.00	FTHB Megan Senn 2507 Burlington
09/16/2019	826816	Stewart Title Company	CDBG	\$ 15,000.00	FTHB Pearlanne McNaney 4039 Cambridge
09/16/2019	826818	Sundown Security	Airport	\$ 3,020.35	Invoice #51935. Skycap Services 8/23-8/29/19
09/16/2019	826824	Town & Country Supply	Fleet	\$ 7,366.22	402169 PO NUM 308869
09/16/2019	826824	Town & Country Supply	Fleet	\$ 14,944.52	402223 PO NUM 308866
09/16/2019	826824	Town & Country Supply	Fleet	\$ 12,915.95	402220 PO NUM 308866
09/16/2019	826824	Town & Country Supply	Transit	\$ 11,962.39	402226 PO NUM 308867
09/16/2019	826826	TriTech Software	Public Safety	\$ 2,520.00	Crimemapping.com annual subscription 8/16/19 invoice 248631
09/16/2019	826832	Walker Parking Consult	Parking	\$ 1,685.13	Parking Access and Revenue Control System
09/16/2019	826832	Walker Parking Consult	Parking	\$ 1,685.12	Parking Access and Revenue Control System
09/16/2019	826832	Walker Parking Consult	Parking	\$ 1,685.12	Parking Access and Revenue Control System

Check Date	Check#	Name	Fund Name	Amount	Item Desc
09/16/2019	826834	Wastequip Manufacturing	Solid Waste	\$ 7,931.00	Front load tanks for commercial customers 7125686
09/16/2019	826836	Western Municipal Const	Storm Sewer	\$ 4,875.00	181213; REPAIR STORM DRAIN @ LAMPMAN & S. 20th ST. WEST
09/16/2019	826837	Wilbur Ellis Co	General	\$ 1,320.00	Fertilizer-13010426
09/16/2019	826837	Wilbur Ellis Co	General	\$ 2,640.00	Fertilizer-13014070
09/16/2019	826837	Wilbur Ellis Co	General	\$ 2,640.00	Fertilizer-13003843
09/16/2019	826840	Yellowstone County	Public Safety	\$ 6,300.00	Yellowstone County Detention Facility August 2019 jail boarders
09/19/2019	826841	AE2S	Water	\$ 15,861.70	WO 19-17 Water Plant Drought and Flood Control Plan; 63812 Pmt 3
09/19/2019	826841	AE2S	Water	\$ 18,081.02	WO 19-17 Water Plant Drought and Flood Control Plan; 63123 Pmt 1
09/19/2019	826841	AE2S	Water	\$ 17,727.89	WO 19-17 Water Plant Drought and Flood Control Plan; 63367 Pmt 2
09/19/2019	826842	Folsom Associates	Wastewater	\$ 79,990.00	2 New Tuthill Blowers #9020-69R; 10678
09/19/2019	826842	Folsom Associates	Wastewater	\$ 1,875.00	2 New Tuthill Blowers #9020-69R; 10678; SHIPPING

**Regular City Council Meeting**

**Meeting Date:** 10/15/2019

**TITLE:** Resolution Adopting the Yellowstone County Emergency Operations Plan

**PRESENTED BY:** Kevin Iffland, Assistant City Administrator

**Department:** City Hall Administration

**Presentation:** Yes

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**PROBLEM/ISSUE STATEMENT**

The City of Billings is a partner in the Yellowstone County Emergency Operations Plan. The basic plan identifies the situations that may be encountered and actions to be taken by Yellowstone County to mitigate disasters, if possible, and to prepare for, respond to, recover from those disasters if they were to strike Yellowstone County. This plan outlines the responsibilities of all local agencies and officials during a disaster or emergency in accordance with MCA 10-3-401(2)(a).

Periodically the Emergency Operations Plan is updated to reflect the addition or adjustment of standard operating procedures, minor adjustments to policies, and mutual aid expectations. . This Emergency Operations Plan has been completely re-written in accordance with statutory and regulatory requirements from both federal and state agencies. The Emergency Operations Plan has been reviewed and approved by the Yellowstone County Local Emergency Planning Committee and Montana State Disaster and Emergency Services.

**ALTERNATIVES ANALYZED**

City Council may:

- Approve, the resolution adopting the Yellowstone County Emergency Operations Plan or;
- Disapprove of the resolution

**FINANCIAL IMPACT**

There is no anticipated fiscal impact due to adopting the plan.

**RECOMMENDATION**

Staff recommends approval of the Resolution adopting the Yellowstone County Emergency Operations Plan

**APPROVED BY CITY ADMINISTRATOR**

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**Attachments**

- EOP Overview
  - YC Emergency Ops Plan
  - RES Emergency Operations
-

## EMERGENCY OPERATIONS PLAN OVERVIEW

The Emergency Operations Plan (EOP) as a whole, including this basic plan, Emergency Support Functions (ESFs) and associated county annexes provide a framework to approach a disaster or emergency response. This plan is not intended to be a checklist and does not replace critical thinking or ingenuity. While the responsibilities written into this plan are final, the actions of an individual or organization in completing those responsibilities are up to the individual or organization and are left open for the individual or organization to adjust to the situation as needed to achieve the standing three (3) objectives below and any other objectives set for a particular incident.

Yellowstone County Standing Objectives:

1. Life Safety of Responders and the Public
2. Incident Stabilization
3. Protection of Property

It is the responsibility of Yellowstone County and all incorporated cities and towns to protect life, property and the environment from the effects of a disaster. Local government has the primary responsibility for emergency management activities. When the emergency exceeds the local government's capability to respond, assistance will be requested from state and federal government.

This plan is based upon the concept that emergency functions for city and county agencies involved in emergency management will generally parallel their normal day-to-day functions. To the extent possible, the same personnel and material resources will be employed in both cases. Day-to-day functions that do not contribute directly to the emergency operation may be suspended for the duration of any emergency.

Many of the agencies who have duties under this plan also have additional duties in an Incident Commander or Unified Command role during an incident based on their legal and jurisdictional duties.

This plan accounts for activities before, during, and after emergency operations, enumerated as the phases of emergency management. This plan is focused on the coordination/all-hazards aspect of an integrated emergency management system (e.g. role of the EOC) and not on the command and control of field operations. Duties and operations under this EOP are in coordination with incident command but are do not establish incident command over field operations.

## EMERGENCY OPERATIONS PLAN OVERVIEW

See the included organizational chart, NIMS, ICS training and the remainder of this plan to clarify how this works.

Emergency Support Functions (ESFs) are the grouping of governmental and certain private sector capabilities into an organizational structure to provide support, resources, program implementation, and services that are most likely needed to save lives, protect property and the environment, restore essential services and critical infrastructure, and help victims and communities return to normal following domestic incidents.

### **Emergency Support Functions**

- ESF1 Transportation
- ESF2 Communications
- ESF3 Public Works and Engineering
- ESF4 Firefighting
- ESF5 Emergency Management
- ESF6 Mass Care, Housing, and Human Services
- ESF7 Resources Support
- ESF8 Public Health and Medical Services
- ESF9 Urban Search and Rescue
- ESF10 Oil and Hazardous Materials Response
- ESF11 Agriculture and Natural Resources
- ESF12 Energy
- ESF13 Public Safety and Security
- ESF14 Long-term Community Recovery and Mitigation
- ESF15 External Affairs

### **Authorities and References**

1. Federal Civil Defense Act of 1950(PL 81-920), as amended.
2. Disaster Relief Act of 1974 (PL 93-238), as amended.
3. Emergency Management & Assistance (Code of Federal Regulations – Title 44)
4. Public Law 93-288 Robert T Stafford Disaster Relief & Emergency Assistance Act. As amended 2005 by HR3858, Pets Evacuation and Transportation Standards Act.

## EMERGENCY OPERATIONS PLAN OVERVIEW

5. Title III of the Superfund Amendments and Reauthorization Act (SARA), the Emergency Planning & Community Right-to-Know Act (EPCRA)
6. National Response Framework, U.S Department of Homeland Security
7. National Incident Management System, Presidential Policy Directive 5 (PPD-5)
8. Montana Codes Annotated Title 10, Chapter 3 and Title 2, Chapter 9.
9. Resolutions, Ordinances or Agreements included or referenced in this EOP.
10. All Annexes and Appendices included or referenced in this EOP

# Emergency Operations Plan

## Yellowstone County, MT



Yellowstone County  
Department of Emergency Services  
217 North 27<sup>th</sup> Street, Room 312  
Billings, MT 59101  
406-256-2775

Month/ Year



**Emergency Operations Plan  
Yellowstone County, Montana**

Prepared for:  
Yellowstone County  
Department of Emergency Services  
217 North 27<sup>th</sup>, Room 312  
Billings, MT 59101

Prepared in cooperation with the Yellowstone County Local Emergency  
Planning Committee, its members and interested parties

April 2019



## Introduction

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### Purpose

The basic plan identifies the situations that may be encountered and actions to be taken by Yellowstone County to mitigate such disasters, if possible, and to prepare for, respond to, recover from those disasters if they were to strike Yellowstone County.

This part of the plan serves as an overview or executive summary of the basic components of the Emergency Operations Plan (EOP), fulfills the appointment requirements of Montana Code Annotated (MCA) 10-3 and determines how the cities and county will respond during a major disaster.

This plan, in its entirety, outlines the responsibilities of all local agencies and officials during a disaster or emergency in accordance with MCA 10-3-401(2)(a).

The Disaster and Emergency Chain of Command is outlined in this plan, following National Incident Management System (NIMS) and Incident Command System (ICS) principles in the included org chart in accordance with MCA 10-3-401(2)(b).

Authority and responsibility for issuing a local evacuation or to control ingress and egress to and from an emergency or disaster area is not expanded in this plan past the individuals who possess that authority and responsibility under MCA or current city or county policies. These authorities may be expanded/delegated on a case-by-case basis during an actual incident at the discretion of the appropriate governing body. This is documented as part of this emergency plan in accordance with MCA 10-3-401(2)(c) and 10-3-401(2)(d).

Yellowstone County Department of Emergency Services (YC DES) is hereby designated by all participating political subdivisions in Yellowstone County as the local agency responsible for emergency and disaster prevention and preparedness and coordination of response and recovery. Designation of this department is required by MCA 10-3-201(1).

YC DES shall receive assistance from the Montana State Disaster and Emergency Services (MT DES) in emergency and disaster prevention, preparedness, response, and recovery to the extent of MT DES's authority and responsibility on behalf of all political subdivisions in Yellowstone County that have agreed to this plan as is required by MCA 10-3-201(2).

Each political subdivision within Yellowstone County shall adhere to the provisions of MCA 10-3-201 Parts 1 through 4 and the Montana State Emergency Response Framework (MERF) regarding the structure and responsibilities of the local or

interjurisdictional disaster and emergency service agencies and their relationship to MT DES as is required by MCA 10-3-201(3).

The Principle Executive Officer (PEO) of each political subdivision within Yellowstone County, hereby notifies MT DES of the manner by which the political subdivisions within Yellowstone County are providing or securing emergency and disaster planning and services. The political subdivisions within Yellowstone County identify the Director of Emergency Services for Yellowstone County, Montana as the person who heads the agency/department from which disaster and emergency planning and services are obtained. Additional information may be furnished to MT DES by the political subdivision or by the YC DES Coordinator as required by MT DES. This appointment is done as required by MCA 10-3-201(4).

Any changes in MCA which change the operations of this plan, its annexes or supplemental documents will be followed and the response will be amended to reflect changes to MCA.

The EOP as a whole, including this basic plan, Emergency Support Functions (ESFs) and associated county annexes provide a framework to approach a disaster or emergency response. This plan is not intended to be a checklist and does not replace critical thinking or ingenuity. While the responsibilities written into this plan are final, the actions of an individual or organization in completing those responsibilities are up to the individual or organization and are left open for the individual or organization to adjust to the situation as needed to achieve the standing three (3) objectives below and any other objectives set for a particular incident.

Yellowstone County Standing Objectives:

1. Life Safety of Responders and the Public
2. Incident Stabilization
3. Protection of Property

## **Basic Plan**

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### **Situation and Assumptions**

Situation: Yellowstone County is exposed to many hazards, all of which have the potential to disrupt the community, cause property damage, and create casualties. Possible natural hazards include floods, tornadoes, wildland fires, winter storms, droughts, and earthquakes. There is also the threat of war-related incidents such as nuclear, biochemical, or conventional attack. Other disaster situations could develop from a major transportation accident involving hazardous chemicals, utility outage, widespread public health incident, terrorism through Weapons of Mass Destruction (WMD), or civil disorder.

Assumptions: While it is likely that outside assistance (other cities and counties, state, federal, and private) would be available in most major disaster situations, it is necessary for Yellowstone County to plan for and to be prepared to carry out disaster response and short-term recovery operations on an independent basis for at least 2 - 3 days.

In time of disaster, all city and county resources (equipment and staffing) are available, and obligated to respond to the situation to save lives and protect property. The County has significant resources and staffing to deal with some emergencies. However, these resources can be quickly overwhelmed and exhausted. The County will strive to plan for an accepted level of risk for those emergencies it might face; realizing that total preparedness is not a realistic goal. The public should be prepared for emergencies and the consequences that can be encountered as a result of an emergency. Large scale emergencies can best be managed from a centralized location: the Emergency Operations Center (EOC). Based upon anticipated or actual conditions, a local state of emergency may be declared. State of Montana assistance can be expected as outlined in the MERF. Similarly, Federal assistance can be expected as outlined in the National Response Framework (NRF) for catastrophic events.

## **Concept of Operations**

General: It is the responsibility of Yellowstone County to protect life, property and the environment from the effects of a disaster. Local government has the primary responsibility for emergency management activities. When the emergency exceeds the local government's capability to respond, assistance will be requested from state and federal government.

This plan is based upon the concept that emergency functions for city and county agencies involved in emergency management will generally parallel their normal day-to-day functions. To the extent possible, the same personnel and material resources will be employed in both cases. Day-to-day functions that do not contribute directly to the emergency operation may be suspended for the duration of any emergency.

Many of the agencies who have duties under this plan also have additional duties in an Incident Commander or Unified Command role during an incident based on their legal and jurisdictional duties.

This plan accounts for activities before, during, and after emergency operations, enumerated as the phases of emergency management. This plan is focused on the coordination/all-hazards aspect of an integrated emergency management system (e.g. role of the EOC) and not on the command and control of field operations. Duties and operations under this EOP are in coordination with incident command but are do not establish incident command over field operations. See the included organizational chart, NIMS, ICS training and the remainder of this plan to clarify how this works.

## **Local On Scene Coordinator (LOSC)**

On incidents in the Yellowstone County Community under the jurisdiction of a private entity (responsible party) or under federal or state jurisdiction that require a local coordinator the YC DES Coordinator serves as the “Local On Scene Coordinator” (LOSC).

The Local On Scene Coordinator:

- Is responsible for coordinating access to local governmental resources and technical assistance
- Coordinates all local government efforts and resources during an oil or hazmat incident
- Serves as the point of contact for coordination of local government efforts with the local response community
- Coordinates or monitors response efforts

If an incident or incidents require a LOSC and for the DES Director to serve as the EOC Manager due to activation of this plan’s ESFs, YC DES may delegate the LOSC functions to a person (county or temporary emergency employee), who is best qualified and available to serve in this role based on the opinion of the DES Director. In this situation the LOSC would report to the DES Director and would also give information updates to elected officials from the affected jurisdiction.

## **Phases of Emergency Management.**

- a) Mitigation. Activities designed to either mitigate the impacts of an emergency or disaster to minimize the potentially adverse effects of an incident.
- b) Prevention. Activities designed to prevent the occurrence of an emergency or disaster such as instituting design or building standards and executing preventative measures such as evacuation and response plans.
- c) Preparedness. Activities, programs, and systems that exist prior to an emergency and are used to support and enhance response to an emergency or disaster. Planning, training, and exercising are among the activities conducted under this phase.
- d) Response. Activities and programs designed to address the immediate and short term effects of the onset of an emergency or disaster to reduce casualties and damage and to speed recovery. Response activities include direction and control, warning, evacuation, and other similar operations.
- e) Recovery. Involves restoring or returning systems, equipment, and people back to as normal condition as possible.

## **Mutual Aid Agreements**

Yellowstone County has mutual aid agreements with adjacent counties to provide assistance across county boundaries under major emergency conditions. By statute, mutual aid can be implemented statewide. Within Yellowstone County, city and rural fire departments have agreements with other fire departments and private entities. Additionally, there is a Statewide Mutual Aid Agreement that makes resources from the entire state available, if needed. It does not take the place of existing mutual aid agreements, but may be invoked where there is no existing mutual aid agreement (see MCA 10-3-9).

## **Direction and Control**

The legal responsibility for emergency management in Yellowstone County is vested in the Board of County Commissioners (BOCC). There may be four emergency management organizations in Yellowstone County: the County itself, the Cities of Billings and Laurel, and the Town of Broadview. Each of these municipalities is an incorporated city or town and can exercise full authority over emergency operations when the emergency situation exists entirely within the boundaries of their jurisdictions. However, until these jurisdictions establish their own individual emergency management organizations, major emergencies in the respective city/town jurisdiction will be managed by the county level emergency organization (YC DES).

The location from which a disaster is coordinated is called an EOC. The City of Billings and Yellowstone County have a joint EOC located at 2300 9th Avenue North, Billings, Montana (basement of Fire Station #1). This location can also serve the City of Laurel and the Town of Broadview until they designate their own EOC. An alternate EOC for Yellowstone County would be the County Courthouse or any other designated city or county facility where essential communications systems can be setup with ample space for EOC workers and volunteers.

The NIMS including its command and control element, the ICS will be the governing system to manage, control and coordinate field operations by all agencies involved in the incident/emergency.

The YC DES will serve as both the EOC Manager and the Incident Commander following an enemy attack or invasion, excluding terrorist or non-traditional attacks. This would be a situation including but not limited to, enemy invasion or bombing including all large-scale chemical, biological, radiological, nuclear and environmental (CBRNE) incidents. This does not include small-scale incidents such as cyber-attacks from individuals or other nations, lone-wolf terrorists or incidents that fall under the authority of the Yellowstone County Sheriff's Office, Yellowstone County Health Officer or the Federal Bureau of Investigation.

All requests for state or federal assistance are initiated by YC DES to MTDES.

## **Organization and Assignment of Responsibilities**

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### **General**

During an emergency, departments within local government have additional emergency functions to perform. Some functions are pre-assigned and others may be as assigned as needed and may disrupt their normal duties. It is the responsibility of each department to develop and maintain its own emergency procedures to be able to accommodate these assignments. Responsibilities for some private organizations and Non-Government Organizations (NGOs) that are not part of local government are also outlined in the annexes.

### **Emergency Organization**

Yellowstone County's Emergency Organization consists of all city and county departments as required by the emergency. Each department head is required to report to the EOC as requested by the YC DES Coordinator or their superior. YC DES coordinates the departments and resources of the county government and municipalities which do not have emergency management organizations, and also obtains and coordinates the resources of the private organizations and NGOs. The NIMS and/or ICS are the management system used for emergencies and disasters.

### **Assignment of Responsibilities**

#### **Common Tasks-All Departments**

- a) To establish reporting procedures to the EOC for assessing emergency conditions, injuries, loss of life, damage to facilities and equipment.
- b) To document emergency activities and costs for possible reimbursement to the County through the Federal Emergency Management Agency's (FEMA's) Public Assistance Program.
- c) To develop public information materials for the Public Information Officer (PIO) in emergency situations.
- d) To communicate emergency responsibilities to employees and insure that they are ready to respond to an emergency situation.
- e) To be prepared to work in non-traditional and supporting roles when needed.

## **Declaration of a Local Emergency**

1. When an emergency or disaster is or threatens to be of sufficient severity and magnitude to warrant coordinated action to prevent or alleviate loss of life or property, the Municipalities and/or County should declare an emergency or disaster to exist.
2. A local emergency or disaster may be declared by the PEO in accordance with Title 10, Chapter 3, Part 4, MCA. It is preferred that the governing body convene to discuss, take comments and vote on the declaration of a disaster or emergency. In the event the governing body cannot convene due to the disaster or other circumstances, a telephone poll may declare the existence of a local emergency, subject to confirmation by the City Council and/or BOCC at its next regularly scheduled meeting or at a special meeting within fourteen days of the declaration, whichever occurs first. The YC DES Coordinator, when in his/her judgment, all emergency actions have been taken, shall take appropriate action to initiate the termination of the declaration of disaster or emergency through the appropriate PEO or elected body. Confirmation of the end to disaster or emergency conditions should be accomplished at either a special meeting of the City Council and/or BOCC or during a regularly scheduled meeting that will occur within the 14-day period following a declaration. The declaration of local emergency must be in accordance with Title 10, Chapter 3, Part 4, MCA.
3. Preceding the declaration of a local emergency, the YC DES Coordinator should advise MTDES of the declaration, coordinate with the City and/or County Attorney (as necessary) in the development of the official declaration, and send a copy to MTDES in the most expeditious means.

## **Emergency Support Functions**

ESF #1 Transportation

ESF #2 Communications

ESF #3 Public Works and Engineering

ESF #4 Firefighting

ESF #5 Emergency Management

ESF#6 Mass Care, Emergency Assistance, Housing and Human Services

ESF #7 Logistics Management and Resource Support

ESF #8 Public Health and Medical Services

ESF #9 Search and Rescue

ESF #10 Oil and Hazardous Material Response

ESF #11 Agricultural and Natural Resources

ESF #12 Energy

ESF #13 Public Safety and Security

ESF #14 Long Term Community Recovery

ESF #15 External Affairs

## **Administration and Logistics**

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### **General**

Some administrative procedures can be suspended, relaxed, or made optional under threat of disaster or emergency. Such action should be carefully considered, and the consequences should be projected realistically.

### **Emergency and Administrative Powers**

The BOCC, Mayors and/or PEOs of the incorporated cities and town will conduct disaster activities in accordance with legal authorities contained in the MCA, with special reference to Title 10 Chapter 3, "Military Affairs and Disaster and Emergency Services". If additional finances are needed, the governing body may declare a disaster or emergency and levy up to two (2) emergency mills (10-3-405, MCA).

### **Logistics**

All staffing, equipment, and supplies required in a disaster are the responsibility of the user agency and government. Costs must be documented for potential reimbursement from the state and/or federal governments. All equipment and supplies for the operation of the YC DES office and the EOC will be the responsibility of YC DES. Various predetermined activities may be required to prepare facilities for the effects of an emergency. These include acquisition of supplies, materials, and the relocation of equipment. Based upon the conditions associated with an emergency, arrangements may need to be made to relieve personnel to make arrangements for their families' protection.

### **Plan Development and Maintenance**

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Overall coordination of the planning process and plan development and maintenance will be carried out by YC DES and the Yellowstone County Local Emergency Planning Committee (LEPC). YC DES will also coordinate this plan with state and federal government authorities to the nature and extent necessary.

This plan will be reviewed by Yellowstone County LEPC and Yellowstone County DES to complete updates.

Minor updates will be sent to all governing bodies and signatories of the EOP by YC DES annually with a 60-day comment period before becoming effective. Any minor updates which draw concerns from any of the local governing bodies or signatories during the 60-day comment period will be considered for further discussion before becoming effective. Minor changes will be coordinated by YC DES with primary and lead agencies for the affected ESF or Annex. At the end of the comment period all changes will be sent out by YC DES. The change packet will include a log of changes and new pages.

Any significant updates or changes to operations, lead or primary agencies and/or response will be recommended by the LEPC Planning Subcommittee and must be approved by all signatory agencies to the updated section of the plan and the full active LEPC membership. After approval from those entities, updates will be sent to all local government bodies which must adopt the changes through resolution before becoming effective.

## **Authorities and References**

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1. Federal Civil Defense Act of 1950(PL 81-920), as amended.
2. Disaster Relief Act of 1974 (PL 93-238), as amended.
3. Emergency Management & Assistance (Code of Federal Regulations – Title 44)
4. Public Law 93-288 Robert T Stafford Disaster Relief & Emergency Assistance Act. As amended 2005 by HR3858, Pets Evacuation and Transportation Standards Act.
5. Title III of the Superfund Amendments and Reauthorization Act (SARA), the Emergency Planning & Community Right-to-Know Act (EPCRA)
6. National Response Framework, U.S Department of Homeland Security
7. National Incident Management System, Presidential Policy Directive 5 (PPD-5)
8. Montana Codes Annotated Title 10, Chapter 3 and Title 2, Chapter 9.
9. Resolutions, Ordinances or Agreements included or referenced in this EOP.
10. All Annexes and Appendices included or referenced in this EOP

## **Signatures**

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The signatures on the promulgation documents at the beginning of the EOP will suffice as signatures for the Basic Plan.



# Emergency Support Function (ESF) #1

## ESF Coordinator

Yellowstone County Public Works

## Primary Agencies

City of Billings Public Works

City of Laurel Public Works

## Support Agencies

City of Billings Police Department

City of Billings GIS Program

City of Laurel Police Department

City of Laurel GIS Program

Yellowstone County Sheriff's Office

Yellowstone County GIS Program

## Introduction

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### Purpose

Transportation provides support in the management of local government transportation systems (roads, bridges and infrastructure) during an actual or anticipated natural/manmade disaster or emergency.

ESF #1 does not provide for mass evacuation, the movement of goods, equipment, animals, people or other resources.

### Scope

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ESF #1— Transportation is activated during actual or anticipated natural/manmade disaster or emergency that impacts local government managed transportation systems. The ESF #1 Coordinator is Yellowstone County Department of Public Works.

ESF #1 is intended to sustain open transportation services managed by local (city and county) governments. These transportation services are necessary to mitigate adverse economic impacts, meet societal needs and move emergency relief personnel and commodities throughout the jurisdiction.

To completely address all of these needs the ESF Coordinator and Emergency Operations Center (EOC) Manager will need to coordinate with state and federal agencies with jurisdiction over transportation decisions and operations. Unnecessary reductions or restrictions to transportation will directly impact the effectiveness of all prevention, preparedness, response, recovery and mitigation efforts.

ESF #1 organizations possess considerable experience in intermodal transportation and have important relationships with public and private sector transportation stakeholders. Primary ESF Functions include:

1. **Monitor and Report:** Monitor and report that status of and damage to the transportation system and infrastructure as a result of the incident

2. **Identify Alternatives:** Identify temporary alternative transportation solutions that can be implemented when systems or infrastructure are damaged, unavailable or overwhelmed as a result of the incident.
3. **Coordinate and Support:** Coordinate and support prevention, preparedness, response, recovery and mitigation activities among transportation stakeholders within the authorities and operational limitations of the agencies involved.

If the emergency is contained completely within the City of Billings or City of Laurel without impacts to county or state managed transportation system(s), the respective city Public Works Department may, at the discretion of the city Director of Public Works and if agreed to by Yellowstone County Director of Public Works, substitute in as the ESF Coordinator following the policies, actions and responsibilities in this plan.

## Policies

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**Table 1-1. Policies**

General	<ul style="list-style-type: none"> <li>• ESF #1 is activated by Yellowstone County Public Works or by Yellowstone County Disaster and Emergency Services (YC DES) upon notification of an actual or anticipated natural/manmade disaster or emergency that will impact local government transportation systems (roads, bridges and infrastructure).</li> <li>• Incident Command System (ICS) and National Incident Management System (NIMS) principles shall be followed for all emergencies or disasters.</li> <li>• Actions initiated under ESF #1 are coordinated and conducted cooperatively with federal and state agencies and incident management officials and with private entities as required.</li> <li>• Priority is given to actions that may reduce threats to life safety, followed by impacts critical infrastructure/property and then impacts to economic and societal needs.</li> <li>• Additional resources should first be secured through mutual aid and assistance agreements, then to the State of Montana State Emergency Coordination Center (SECC) (Coordinated through the City/County Emergency Operations Center (EOC)) who can access private and state resources and resources through the Emergency Management Assistance Compact (EMAC).</li> </ul>
Monitor and Report	<ul style="list-style-type: none"> <li>• Actions will focus on the status of and damage to the transportation system and infrastructure managed and maintained by the city/county governments.</li> <li>• Impacts discovered to state or federal transportation systems will be documented and communicated to the City/County EOC who will communicate impacts and information to the appropriate government agency.</li> </ul>

Identify Alternatives	<ul style="list-style-type: none"> <li>Identify and communicate temporary alternative transportation solutions (alternative routes) that can be implemented when systems or infrastructure are damaged, unavailable or overwhelmed as a result of the incident.</li> <li>Coordinate development of alternatives with the Yellowstone County Sheriff's Office or appropriate Police Department</li> <li>Coordinate development of alternate routes with the City/County EOC and assist with the development of press and information releases to communicate alternate routes and travel restrictions to the public.</li> </ul>
Coordinate and Support	<ul style="list-style-type: none"> <li>Coordinate with appropriate state and federal agencies with impacts to their transportation system or who are affected by impacts to city/county transportation systems</li> <li>Provide personnel or a contact for the City/County EOC to work with regarding coordination of resources, impacts and alternatives.</li> </ul>

### Concept of Operations

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#### General

Yellowstone County Public Works organizes the ESF staff and support agencies based upon the core functional areas described in preceding paragraphs. ESF #1 organizes and coordinates the capabilities and resources of the local government to ensure the mitigation or minimization of impacts to local government managed transportation systems. The ESF #1 Coordinator is Yellowstone County Department of Public Works during an actual or anticipated natural/manmade disaster or emergency.

ESF #1 is scalable to meet the specific needs of each incident, based upon the nature and magnitude of the event, the suddenness of onset, and the availability of local resources.

Support agencies will provide assistance under ICS in place to the ESF Coordinator and Primary Agencies in line with their agency mission and functions.

**Table 1-2. Functional Categories, Actions and Responsibilities**

	ESF Primary Agency	ESF Responsibilities
General	Yellowstone County Public Works	<ul style="list-style-type: none"> <li>Yellowstone County Public Works, as the ESF #1 Coordinator provides information to the EOC through the chain of command for the duration of the incident.</li> <li>Coordinates primary and support agencies for planning and operational needs.</li> <li>Manages and coordinates ESF #1 resources coming in from outside agencies.</li> <li>Coordinates resolution of conflicting operational demands for resources.</li> <li>Coordinates logistical support for ESF #1 resources to</li> </ul>

		<p>maintain operational readiness.</p> <ul style="list-style-type: none"> <li>• Communicates with Primary and Support Agencies to ensure knowledge and needs of Transportation Operations during the planning cycle and operational periods.</li> <li>• Provides incident and situational reports and assessments as required.</li> </ul>
Monitor and Report	Yellowstone County Public Works	<ul style="list-style-type: none"> <li>• Conduct field assessments at key transportation locations and across city/county managed transportation resources (roads, bridges etc...).</li> <li>• Reports conditions, impacts and needs back to the ESF Coordinator and the City/County EOC.</li> <li>• Establish information sharing with federal, state and local government agencies and impacted Non-governmental organizations (NGOs) regarding impacts to transportation systems.</li> </ul>
Identify Alternatives	Yellowstone County Public Works	<ul style="list-style-type: none"> <li>• Participate in planning to ensure communication of impacts to transportation systems and how they impact other ESFs in their support functions.</li> <li>• In cooperation with state and federal agencies who manage transportation systems in Yellowstone County, Yellowstone County Sheriff's Office and appropriate Police Departments, identify alternatives for travel to impacted systems and communicate alternatives to the City/County EOC.</li> </ul>
Coordinate and Support	Yellowstone County Public Works	<ul style="list-style-type: none"> <li>• Coordinate with the logistics staff in ESF #1 to communicate viable transportation routes for resources and personnel from camp/staging to field sites</li> <li>• Support emergency response agencies (Police, Fire, Emergency Medical Services (EMS), etc.) in their ability to respond to emergency calls in areas with low accessibility including locating routes, plowing roads (snow) or providing other support.</li> <li>• Coordinate with the appropriate Geographic Information Systems (GIS) Program to record information about impacts to transportation systems and develop visual displays of the information for various uses including interagency cooperation and public dissemination.</li> <li>• Assist ESF #15-Public Affairs staff with the development of press and information releases to communicate alternate routes and travel restrictions to the public.</li> </ul>

### **Organization—Response Structure**

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ESF #1 operates under direction of Yellowstone County Public Works. Yellowstone County Public Works will identify and provide a coordinator based on the assistance needed for an ESF #1 incident. Yellowstone County Public Works provides the point of contact and represents ESF #1 in its dealings with any work at the EOC or Multi-Agency Coordination (MAC) Group.

When ESF #1 assistance involves only one jurisdiction (City/ County) the agency with jurisdiction in that area may provide an individual to fill the ESF Coordinator function as the point of contact to represent ESF #1 in its dealings with the EOC or MAC Group. This requires agreement between the affected City Department of Public Works and Yellowstone County Public Works as described in this ESF under "Scope".

ESF #1 will have staff on duty at the Joint Field Office (JFO) as needed, for the duration of the emergency response period.



# Emergency Support Function (ESF) #2

## ESF Coordinator

Billings Fire Department

## Primary Agencies

Yellowstone County Dept. Emergency Services  
Yellowstone County Sheriff's Office  
Yellowstone County IT Department  
City/County Dispatch Center  
Billings Police Department  
Billings IT Dpartment  
Laurel Police Department

## Support Agencies

Montana Department of Natural Resources  
Montana Department of Mllitary Affairs  
Yellowstone Amateur Radio Emergency Service (YARES)  
Industrial Communication & Electronics  
Bureau of Land Management/Billings  
Interagency

## Introduction

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### Purpose

Communications supports the restoration of the communications infrastructure, facilitates the recovery of systems and applications from cyber-attacks, and coordinates local communications support to response efforts during incidents requiring a coordinated local response. ESF #2 provides communications support to county and city governments and first responders when their systems have been impacted, and provides communications and information technology (IT) support to emergency operations at command posts, meeting locations and field locations. Due to the number of agencies responding to local incidents IT support will work closely with neighboring agencies on all incidents in order to make systems interoperable as much as possible. This requires increased synchronization of effort and capabilities between the communications and IT sectors to facilitate ESF #2's ability to respond to all types of incidents.

### Scope

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ESF #2 includes three primary functions:

**Restoration of Emergency and Public Safety Communications:** ESF #2 coordinates local actions of industry, state, tribal, and local governments with emergency communications and restoration of public safety communications systems and first responder networks. These efforts are coordinated by Billings' City- Yellowstone County Dispatch Center staff.

**Incident Communication Support:** ESF #2 provides communications support to incidents at command posts, meeting and field locations. These efforts are coordinated by the City of

Billings—Public Safety Communications as most of the staff working on this works for both departments.

**Cyber Security Defense and Support:** ESF #2 also addresses cyber security issues that result from or occur in conjunction with incidents. However, for incidents that are primarily cyber in nature, the Cyber Incident Annex is used and ESF #2 supports responses to cyber incidents as directed. These efforts are coordinated by Yellowstone County IT Department.

**Policies**

**Table 2-1. Policies**

General	<ul style="list-style-type: none"> <li>• The restoration of emergency and public safety communications shall take priority when multiple communication systems are impacted</li> <li>• Communications linking field operations, Public Safety Answering Point (PSAP), Emergency Operations Center (EOC), and/or Incident Command Post (ICP) shall be organized and coordinated with city, county, state and federal agencies to ensure information flow across agencies during emergency operations</li> <li>• Communication systems included under ESF #2 include radio communications for fire, EMS, law enforcement, healthcare and incident specific communications. These include but are not limited to radio communications, PSAP capabilities, LTE/3G/4G, additional data networks and information exchange platforms.</li> </ul>
Restoration of Communications	<ul style="list-style-type: none"> <li>• Communications and dispatching may be set up using YARES in the event of a communications outage involving the PSAP</li> <li>• Existing policies and back-up sites for PSAP operations shall be utilized as needed and determined by the operating agency to ensure minimal down time at the PSAP.</li> </ul>
Incident Command Support	<ul style="list-style-type: none"> <li>• When possible, large incidents should strive to deploy incident specific communications to reduce pressure on day-to-day communication infrastructure and allow for normal operations to continue.</li> <li>• Communications linking incident command posts, operations centers, agency meeting locations and field operations should be established early to ensure continuity of information flow, involvement of local jurisdictions and all agencies part of the incident.</li> </ul>
Cyber Security	<ul style="list-style-type: none"> <li>• Cyber Security incidents may be standalone incidents subject to this plan and other operational plans maintained by the agency operating the cyber system.</li> <li>• Cyber Security incidents are a category of “emergency or disaster” under this plan and in mutual aid agreements in Yellowstone County, unless specifically broken out and addressed in a mutual aid document.</li> </ul>

## Concept of Operations

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### General

Yellowstone County Department of Emergency Services (YC DES) activates ESF #2 when a significant impact to the communications infrastructure is expected or has occurred. When activated, ESF #2 provides communications support to the impacted area, as well as to incident command posts, operations centers, agency meeting locations and field operations ongoing within the jurisdictional boundaries at the time of the incident. ESF #2 support is scalable to meet the specific needs of each incident response, and response resources are drawn from a matrix of personnel and equipment available from the ESF #2 support agencies.

ESF #2 supports all other ESFs in their communication needs for the duration of the incident or communication issues to ensure proper communication and information flow to and from all agencies and parties involved in incident response.

Support agencies will provide assistance under the Incident Command System (ICS) in place to the ESF Coordinator and Primary Agencies in line with their agency mission and functions. Types of support may include being subject matter experts, providing technical assistance, providing resources and expertise as required to support incident objectives.

**Table 2-2. Functional Categories and Responsibilities**

	ESF Primary Agency	ESF Responsibilities
Restoration of Communications	City/ County Dispatch Center	<ul style="list-style-type: none"> <li>• Determines systems of communication that have failed and coordinates technical assistance in diagnosing failure</li> <li>• Deploys personnel, equipment and other resources needed to repair communication systems</li> <li>• Works with support agencies and private entities to bring private systems relied upon during emergency response back on line in a timely manner</li> <li>• Deploys personnel, equipment and other resources needed to establish temporary communication during the outage and maintain essential functions such as dispatching and PSAP capabilities</li> </ul>
Incident Command Support	City of Billings- Public Safety Communications	<ul style="list-style-type: none"> <li>• Works with incident command staff on large incidents to ensure adequate incident specific communications while also maintaining adequate communication capabilities for day-to-day incidents</li> <li>• Deploys communication resources including personnel and equipment to ensure communication linking incident command posts, operations centers, agency meeting locations and field operations</li> </ul>

		<ul style="list-style-type: none"> <li>• Ensures information flow and exchange capabilities of all agencies, jurisdictions and entities involved in the incident.</li> </ul>
Cyber Security	Yellowstone County IT Department	<ul style="list-style-type: none"> <li>• Coordinates with private-sector representatives of the IT community, as appropriate, to exchange policy and operational information necessary to respond to and recover from incidents.</li> <li>• Disseminates cyber threat warning information in conjunction with the National Operations Center (NOC).</li> <li>• Coordinates cyber incident preparedness, response, and recovery activities to identify, analyze, and reduce cyber threats and vulnerabilities.</li> <li>• Facilitates interaction and collaboration among Federal departments and agencies, and with State, tribal, and local governments, the private sector, and international organizations related to cyber security and cyber incidents.</li> <li>• Supports the Department of Justice and other Federal law enforcement agencies in investigating and prosecuting cyber threats and attacks.</li> <li>• Responds to cyber threats and attacks.</li> </ul>

### Organization—Response Structure

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ESF #2 operates under direction of Billings Fire Department. The Billings Fire Department will identify and provide a coordinator based on the assistance needed for an ESF #2 incident. When an incident requires assistance from more than one of the ESF #2 functions, the Department of Emergency Services provides the regional point of contact and represents ESF #2 in its dealings with any work at the Emergency Operations Center or Multi-Agency Coordination (MAC) Groups.

When ESF #2 assistance involves only one functional area of ESF #2 the agency in charge of that functional area may provide an individual to fill the coordinator function as the point of contact to represent ESF #2 in its dealings with the EOC or MAC Group. ESF #2 will have staff on duty at the EOC as needed, for the duration of the emergency response period.

## Actions and Responsibilities

**Table 2-3. Actions and Responsibilities**

Functional Category	Actions and Responsibilities
General	<ul style="list-style-type: none"> <li>• Yellowstone County Department of Emergency Services activates ESF #2 when a significant impact to the communications infrastructure is expected or has occurred.</li> </ul>
Restoration of Communications	<ul style="list-style-type: none"> <li>• Establishes communications with local industry, state, tribal and neighboring local governments as necessary to facilitate recovery of the communication system.</li> <li>• Complete initial assessment of public safety communications equipment (repeater infrastructure) and determine which sites are working and which sites are not working.</li> <li>• Identify communication issues between the PSAP/ EOC and field locations.</li> <li>• Work to setup temporary communications or repair existing equipment to repair communications.</li> </ul>
Incident Command Support	<ul style="list-style-type: none"> <li>• Determines need for setting up incident specific communication when large incidents are present.</li> <li>• Assigns personnel to specific incidents to enhance communications with individual incidents, command posts, spike camps, supply, staging and other locations as needed.</li> <li>• Troubleshoots on-scene communication issues.</li> <li>• Works with the incident command staff to formulate a communications plan for specific incidents and implement that communications plan to responders.</li> </ul>
Cyber Security	<ul style="list-style-type: none"> <li>• Executes responsibilities as directed in Cyber Threat or Cyber Attack policies and procedures as maintained by each entity.</li> <li>• Secures sensitive data, personally identifiable information (PII) and other protected information in the event of an attack.</li> <li>• Adjusts plans and actions to individual cyber threats as necessary.</li> </ul>



## Emergency Support Function (ESF) #3

### ESF Coordinator

Yellowstone County Public Works

### Primary Agencies

City of Billings Public Works

City of Laurel Public Works

### Support Agencies

City of Billings GIS Program

City of Laurel GIS Program

Yellowstone County GIS Program

Yellowstone County Facilities Department

Lockwood Water District

Heights Water District

## Introduction

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### Purpose

Public Works and Engineering coordinates pre and post-incident assessments and repair of public works and infrastructure. This includes providing direct or contracted technical assistance, field assessments, engineering expertise, construction management, contractor management and emergency repair of damaged public infrastructure and critical facilities during an actual or anticipated natural/manmade disaster or emergency.

ESF #3 also coordinates the transition from emergency repairs to long-term restoration activities in cooperation with ESF #14-Long Term Community Recovery.

### Scope

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ESF #3— Public Works and Engineering is activated during actual or anticipated natural/manmade disaster or emergency that impacts local government managed public infrastructure and critical facilities. The ESF #3 Coordinator is Yellowstone County Public Works.

ESF #3 is intended to sustain and expedite repair of public infrastructure and critical facilities managed by local (city and county) governments. This infrastructure and facilities are necessary to mitigate adverse economic impacts, meet societal needs and move emergency relief personnel and commodities throughout the jurisdiction.

To completely address all of these needs the ESF Coordinator and Emergency Operations Center (EOC) Manager will need to coordinate with state and federal agencies with jurisdiction over public infrastructure and critical facilities in Yellowstone County that work together to provide services for the public.

ESF #3 organizations possess considerable experience in public works and engineering site assessment, projects development and management, and have important relationships with public and private sector public works and engineering specialists and stakeholders. Primary ESF Functions include:

1. **Infrastructure Assessment & Repair**
2. **Water Treatment Restoration & Repair**
3. **Technical Assistance**
4. **Debris Management** (See Debris Management Plan)

The private sector owns and/or operates a large proportion of the Nation’s infrastructure and is a partner and/or lead for the rapid restoration of many infrastructure-related services. The County does not lead the restoration of these services, only coordinates with the private partners.

Through ongoing planning and coordination, the private sector provides critical details for incident action planning and decision-making processes during an incident.

If the emergency is contained completely within a Water District, the City of Billings or City of Laurel without impacts to county or state managed system(s), the respective District personnel or city Public Works Department may, at the discretion of the city Director of Public Works and if agreed to by Yellowstone County Director of Public Works, substitute in as the ESF Coordinator following the policies, actions and responsibilities in this plan.

**Policies**

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**Table 3-1. Policies**

<p>General</p>	<ul style="list-style-type: none"> <li>• ESF #3 is activated by Yellowstone County Public Works or by Yellowstone County Department of Emergency Services (YC DES) upon notification of an actual or anticipated natural/manmade disaster or emergency that will impact local government public works and infrastructure facilities</li> <li>• Incident Command System (ICS) and National Incident Management (NIMS) principles shall be followed for all emergencies or disasters.</li> <li>• Actions initiated under ESF #3 are coordinated and conducted cooperatively with federal and state agencies and incident management officials and with private entities as required.</li> <li>• Priority is given to actions that may reduce threats to life safety, followed by impacts critical infrastructure/property and then impacts to economic and societal needs.</li> <li>• All agencies are required to coordinate with the local EOC and to provide technical information within their area of expertise during the incident.</li> <li>• Additional resources should first be secured through mutual aid and assistance agreements, then to the Montana State Emergency Coordination Center (SECC) (Coordinated through the local EOC) who can access private and state resources and resources through the Emergency Management Assistance Compact (EMAC).</li> </ul>
<p>Infrastructure Assessment &amp; Repair</p>	<ul style="list-style-type: none"> <li>• Preliminary Damage Assessment (PDA) must be completed early in the disaster as it is a gateway to state and federal assistance.</li> <li>• Actions will focus on the status of and damage to the infrastructure managed and maintained by the city/county governments.</li> </ul>

Water Treatment Restoration & Repair	<ul style="list-style-type: none"> <li>• Identification, repair and maintenance of water systems remain the responsibility of the district or city that owns and operates the system.</li> <li>• The local EOC is available to coordinate resources needed by district/city for this purpose</li> </ul>
Technical Assistance	<ul style="list-style-type: none"> <li>• Technical assistance may be requested by any part of the emergency response through the EOC</li> <li>• Briefings and reports may be required by operational resources and also by elected officials and EOC staff related to specific infrastructure issues</li> </ul>
Debris Management	<ul style="list-style-type: none"> <li>• Reference Debris Management Plan</li> <li>• Costs must be tracked for a potential reimbursement package to Montana Department of Emergency Services (MT DES) or the Federal Emergency Management Agency (FEMA). Use FEMA forms whenever possible.</li> <li>• Contractors may be utilized to perform debris clearance, removal, disposal, reduction, recycling and/or monitoring but will require close supervision.</li> <li>• Bid and contact specifications eligible for reimbursement can be found in the most current FEMA Debris Management Guide (currently 2007), which is included in the electronic copy of this plan.</li> <li>• Reimbursement may be available for removal of debris generated from private property under one of the two circumstances above. Cost may be a consideration when deciding whether or not to remove private debris as described above.</li> <li>• Operations focused on removal of debris generated from private property may only be reimbursed under current FEMA guidelines under one of two circumstances: (1) the debris poses a health and safety threat to the public at large or is an immediate threat to the life, health and safety of its residents or (2) if private property owners move disaster-generated debris to the public right-of-way.</li> </ul>

## Concept of Operations

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### General

Yellowstone County Public Works organizes the ESF staff and support agencies based upon the core functional areas described in preceding paragraphs. ESF #3 organizes and coordinates the capabilities and resources of the local government to ensure the mitigation or minimization of impacts to local government public works facilities and infrastructure. The ESF #3 Coordinator is Yellowstone County Public Works during an actual or anticipated natural/manmade disaster or emergency.

ESF #3 is scalable to meet the specific needs of each incident, based upon the nature and magnitude of the event, the suddenness of onset, and the availability of local resources.

Support agencies will provide assistance under the Incident Command System in place to the ESF Coordinator and Primary Agencies in line with their agency mission and functions.

**Table 3-2. Functional Categories, Actions and Responsibilities**

	ESF Primary Agency	ESF Responsibilities
General	Yellowstone County Public Works	<ul style="list-style-type: none"> <li>• Yellowstone County Public Works, as the ESF #3 Coordinator provides information to the EOC or Multiagency Coordination Group (MAC Group) through the chain of command for the duration of the incident.</li> <li>• Provides personnel or a contact for the local EOC to work with regarding coordination of resources, impacts and alternatives.</li> <li>• Coordinates primary and support agencies for planning and operational needs.</li> <li>• Manages and coordinates ESF #3 resources coming in from outside agencies.</li> <li>• Coordinates resolution of conflicting operational demands for resources.</li> <li>• Coordinates logistical support for ESF #3 resources to maintain operational readiness.</li> <li>• Communicates with the primary and support agencies to ensure knowledge and needs of public works operations during the planning cycle and operational periods.</li> <li>• Provides incident and situational reports and assessments as required.</li> </ul>
Infrastructure Assessment & Repair	Yellowstone County Public Works	<ul style="list-style-type: none"> <li>• Completes PDAs utilizing current copies of state and FEMA forms to the best estimation of the personnel available.</li> <li>• Conduct field assessments at key public works locations and across city/county managed public works resources (buildings, communication sites, critical infrastructure, etc.).</li> <li>• Identify and communicate temporary sites that can be utilized when county infrastructure (buildings, etc.) are damaged or unavailable as a result of the incident.</li> <li>• Establish information sharing with federal, state and local government agencies and impacted non-governmental organizations (NGOs) regarding impacts to public works resources-impacts discovered to state, federal or privately owned public infrastructure will be documented and communicated to the local EOC who will communicate impacts and information to the appropriate government agency or owner.</li> </ul>
Water Treatment Restoration & Repair	Managing Municipal Public Works	<ul style="list-style-type: none"> <li>• Participate in planning to ensure communication of impacts to transportation systems and how they impact other ESFs in their support functions.</li> <li>• Communicate water use recommendations (boil water/do not</li> </ul>

	Dept. or Water District	<p>use, etc.) with the local EOC and assist with the development of press and information releases to communicate information to the public.</p> <ul style="list-style-type: none"> <li>• Follow existing city/ water district emergency policies, plans and procedures to ensure safe water and restoration of services</li> </ul>
Technical Assistance	YCo Public Works	<ul style="list-style-type: none"> <li>• Coordinate with the logistics staff in ESF #3 to communicate viable transportation routes for resources and personnel from camp/staging to field sites</li> <li>• Coordinate with the appropriate geographic information system (GIS) program to record information about impacts to public works resources and develop visual displays of the information for various uses including interagency cooperation and public dissemination.</li> <li>• Assist ESF #15-Public Affairs staff with the development of press and information releases to the public.</li> <li>• Provide engineering expertise, construction management, contractor management and emergency repair of damaged public works resources/critical facilities.</li> <li>• Coordinate with appropriate state and federal agencies as needed</li> </ul>
Debris Management	YCo Public Works	<ul style="list-style-type: none"> <li>• Follow Debris Management Plan</li> </ul>

### **Organization—Response Structure**

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ESF #3 operates under direction of Yellowstone County Public Works. Yellowstone County Public Works will identify and provide a coordinator based on the assistance needed for an ESF #3 incident. Yellowstone County Public Works provides the point of contact and represents ESF #3 in its dealings with any work at the EOC or MAC Group.

When ESF #3 assistance involves only one jurisdiction (City/ County/Water District) the agency with jurisdiction in that area may provide an individual to fill the ESF Coordinator function as the point of contact to represent ESF #3 in its dealings with the EOC or MAC Group. This requires agreement between the affected City Department of Public Works/ Water District and Yellowstone County Public Works as described in this ESF under “Scope”.

ESF #3 will have staff on duty at the Joint Field Office (JFO) as needed, for the duration of the emergency response period.



## Emergency Support Function (ESF) #4

### ESF Coordinator

Yellowstone County Department of  
Emergency Services

### Primary Agencies

Billings Fire Department  
Laurel Fire Department  
Broadview Fire District #3  
Lockwood Fire District #8  
Blue Creek VFD  
Fuego VFD  
Shepherd VFD  
Worden VFD  
Custer Fire Company  
Haley Bench Fire Company  
Molt Fire Company

### Support Agencies

Yellowstone County GIS Program  
National Weather Service (NWS)  
Montana Department of Natural Resources  
Bureau of Indian Affairs (BIA) / Crow Tribe  
Bureau of Land Management (BLM)  
Billings Interagency Dispatch Center  
(Expanded Dispatch)  
Billings Interagency Wildfire Cache  
Yellowstone County Public Works

## Introduction

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### Purpose

Firefighting provides county support to municipal departments and rural fire protection agencies including fire companies, fire service areas, fire districts and volunteer fire departments for the detection and suppression of wildland, rural and urban fires occurring within Yellowstone County.

### Scope

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ESF #4—Firefighting is the most active of the ESFs in this plan to support incident response within Yellowstone County due to the frequency and severity of fire season.

When taking actions under ESF #4 the Yellowstone County Coordinator of Emergency Services may be referred to as the “County Fire Warden”. The Coordinator of Emergency Services was appointed County Fire Warden by resolution 17-50 and charged with

“assisting rural Yellowstone County Fire Chiefs with the necessary supplies and services to facilitate County rural fire management. Fire Warden duties will include acting as a liaison between local, state and federal agencies to coordinate training and wildland and grassland fire prevention, detection, suppression, investigation and mitigation.”

Therefore, the ESF #4 Coordinator is Yellowstone County Department of Emergency Services (YC DES).

**Policies**

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**Table 4-1. Policies**

<p>General</p>	<ul style="list-style-type: none"> <li>• ESF #4 is activated by YC DES upon notification of a potential or actual incident or event that requires a coordinated response and support.</li> <li>• Incident Command System (ICS) and the National Incident Management System (NIMS) principles will be followed for all emergencies or disasters.</li> <li>• Actions initiated under ESF #4 are coordinated and conducted cooperatively with federal, state, tribal and local landowners, agencies and incident management officials and with private entities as required.</li> <li>• Firefighters and resources brought in from other agencies or companies shall have operational control over their equipment and members after receiving an assignment to determine if their missions are safe. Assignments may be turned down following requirements and procedures found in the National Wildfire Coordinating Group (NWCG) Incident Response Pocket Guide (IRPG).</li> <li>• Firefighters and resources brought in from other agencies or companies which have their own standard operating procedures (SOPs) will follow the more stringent of SOPs when completing their assignment in Yellowstone County.</li> <li>• Yellowstone County also has a separate SOP document for suppression of fires. SOPs from this document must be followed when completing fire suppression activities.</li> <li>• Payment or reimbursement may be provided through state, federal programs or other sources, as available.</li> </ul>
<p>Wildland Fire</p>	<ul style="list-style-type: none"> <li>• Yellowstone County has three standing incident objectives on fires, they are:             <ol style="list-style-type: none"> <li>1. Life Safety of Responders and the Public</li> <li>2. Incident Stabilization</li> <li>3. Protection of Property</li> </ol> </li> <li>• Processes and procedures established by the Montana Department of Natural Resources (DNRC)/ Yellowstone County Cooperative Agreement (COOP Agreement) constitute the most detailed and accurate document in Yellowstone County related to wildfire response and supersedes ESF #4 in case of any conflicting language.</li> </ul>

Structure Fire	<ul style="list-style-type: none"> <li>• Structural fire protection is not present everywhere within Yellowstone County. All fires receive a response to keep them from spreading to a wildland fire.</li> <li>• The County's role in an ESF #4 activation is to locate resources requested by the Incident Commander, determine logistics required to mobilize the resource to the fire and support the firefighters with logistical support and needs (food, supplies etc) as requested by the Incident Commander.</li> <li>• When a fire response agency is called to a structure fire that exceeds their capabilities, equipment, personnel, resources or training additional resources may be brought to bear first by requesting mutual aid through (1) existing department mutual aid agreements, then (2) Yellowstone county-wide mutual aid agreement, then (3) the County Fire Warden utilizing county-county mutual aid agreements (this constitutes activation of ESF #4) or (4) Montana Mutual Aid</li> <li>• On structure fires, the requesting fire agency is responsible for any costs when requesting the Fire Warden to locate resources, personnel, equipment or other support materials needed to suppress the fire.</li> </ul>

## Concept of Operations & Response Structure

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### General

ESF #4 operates under the direction of YC DES. YC DES will direct staff and support agencies based upon the functional areas described in ESF #4. YC DES will identify and provide a coordinator based on the assistance needed for an ESF #4 incident. When an incident requires assistance from more than one of the ESF #4 functions, YC DES provides the regional point of contact and represents ESF #4 in its dealings with any work at the Emergency Operations Center (EOC).

ESF #4 is scalable to meet the specific needs of each incident, based upon the nature and magnitude of the event and the availability of local resources. When ESF #4 assistance involves only one functional area of ESF #4 the agency in charge of that functional area may provide an individual to fill the coordinator function as the point of contact to represent ESF #4 in its dealings with any Unified Coordination Group. ESF #4 will have staff on duty at the Joint Field Office (JFO) as needed, for the duration of the emergency response period.

Support agencies will provide assistance under the Incident Command System in place to the ESF Coordinator and Primary Agencies in line with their agency mission and functions.

**Table 4-2. Functional Categories, Actions and Responsibilities**

	Functional Area Agency	Actions and Responsibilities
General	YC DES	<ul style="list-style-type: none"> <li>• YC DES activates ESF #4 and notifies required personnel or individuals of activation.</li> <li>• YC DES, as the ESF #4 Coordinator provides information to the Unified Coordination Group through the chain of command for the duration of the incident.</li> <li>• YC DES coordinates primary and support agencies for planning and operational needs.</li> <li>• YC DES coordinates resolution of conflicting operational demands for fire response resources</li> <li>• All personnel shall follow ICS and NIMS principles while executing their duties associated with ESF #4.</li> </ul>
Wildland Fire	YC DES	<ul style="list-style-type: none"> <li>• Processes and procedures established by the Montana DNRC/ Yellowstone County Cooperative Agreement (COOP Agreement) constitute the most detailed and accurate document in Yellowstone County related to wildfire response</li> </ul>
Structure Fire	Fire Agency Responsible for the Response Area	<ul style="list-style-type: none"> <li>• Manages and coordinates structure fire resources coming in from out of area (check-in/ staging).</li> <li>• Works with YC DES to request logistical support needs for fire resources to maintain operational readiness.</li> <li>• Conducts operations within the training and capabilities of present responders.</li> <li>• Communicates with the ESF Coordinator to ensure knowledge and needs of fire operations are communicated and addressed during the planning cycle and operational periods.</li> <li>• Provides incident and situational reports and assessments to YC DES as needed</li> </ul>

# Emergency Support Function (ESF) #5

## ESF Coordinator

Yellowstone County Department of  
Emergency Services

## Primary Agencies

Town, City & County Elected Officials

## Support Agencies

Billings City Department Heads  
Yellowstone County Department Heads  
Incorporated Cities and Towns  
Crow Tribal Government  
Local Government Agencies, Districts and  
Other Entities  
RiverStone Health  
American Red Cross  
Montana Disaster and Emergency Services

## Introduction

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### Purpose

Emergency Management provides the core management, legal and policy direction for a multi-jurisdictional, county-wide system for collecting, analyzing and sharing information through situation reporting and analyzing efforts of emergencies. Such a system will help with public warning, emergency response, disseminating critical communications, damage analysis and assessment and recovery efforts. ESF #5 provides for management of the Emergency Operations Center (EOC) and all appropriate response organizations in support of emergency operations.

### Scope

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ESF #5 serves as the coordination ESF for all local government entities and jurisdictions within Yellowstone County, Montana for incident and emergency management from hazard mitigation and preparedness to response and recovery. During activation ESF #5 identifies resources to alert, activate, assign and deploy for effective response.

ESF #5 activities include functions that are critical to support and facilitate planning and coordination of operations for incidents or events. This includes: staffing the EOC; incident action planning; coordination of operations; logistics management; direction and control; information collection, analysis, and management; facilitation of disaster declarations; resource acquisition and management, facilities management, financial management; and other support as required.

ESF #5 actions are categorized to include six primary functions:

**Incident Support:** supports incident decision-making, setting objectives and provides a system of emergency management when needed.

**Resource Acquisition and Tracking:** provides a system for acquiring, assigning, tracking mobilization, deployment, utilization and demobilization of resources.

**Planning:** supports the development of Incident Action Plans which details the priorities, objectives and results to be achieved by the local EOC and the incident.

**Incident Documentation:** provides for documentation, cost analysis, damage assessments and other coordinating activities.

**Declaration Process:** facilitates the emergency or disaster declaration process, policy review and consideration of disaster or emergency funding sources.

**EOC Management:** provides for management of the EOC.

**Policies**

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**Table 5-1. Policies**

<p>General</p>	<ul style="list-style-type: none"> <li>• ESF #5 is activated by Yellowstone County Department of Emergency Services (YC DES) upon notification of a potential or actual incident or event that requires a coordinated response and support.</li> <li>• Incident Command System (ICS) and National Incident Management System (NIMS) principles shall be followed for all emergencies or disasters.</li> <li>• ESF#5 provides an overall coordination system implemented to manage operations during a disaster or emergency.</li> <li>• Actions initiated under ESF #5 are coordinated and conducted cooperatively with federal, state, tribal and local landowners, agencies and incident management officials and with private entities as required.</li> <li>• Each supporting agency is responsible for managing its respective assets and resources after receiving direction from the primary ESF #5 agency for the incident.</li> <li>• ESF#5 staff may request resources under existing county mutual aid agreements while operating under the direction of YC DES and following ICS principles.</li> <li>• Whenever Yellowstone County qualifies for state and/or federal human services disaster assistance, individuals, families, and businesses will be referred to applicable state, federal and/or community programs.</li> <li>• When individuals, families, and businesses do not qualify for state or federal assistance, or whenever Yellowstone County declares a local emergency which is not followed by a state or federal declaration, assistance will be provided in accordance with existing county policy and programs or by community programs.</li> <li>• Public damage and response costs will be borne by the incurring organization.</li> <li>• Reimbursement may be provided through state, federal programs or other sources, as available.</li> </ul>
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	<ul style="list-style-type: none"> <li>• Mitigation grant applications will be the responsibility of the requesting organization and must be approved by the Board of County Commissioners prior to submission.</li> </ul>
Supporting Incidents	<ul style="list-style-type: none"> <li>• The ICS and NIMS Principles will be used in any size or type of disaster or emergency to control response personnel, facilities, and equipment.</li> <li>• ESF #5 will facilitate a policy and legal group at the EOC when needed to provide answers to policy, legal and multi-jurisdictional questions when clarification is needed by an incident.</li> <li>• Unless otherwise specified, incident objectives shall be (in order) <ol style="list-style-type: none"> <li>1) Protection of Life Safety</li> <li>2) Incident Stabilization</li> <li>3) Critical Infrastructure Protection</li> <li>4) General Property Protection</li> </ol> </li> </ul>
Resource Acquisition and Tracking	<ul style="list-style-type: none"> <li>• The local EOC may establish resource acquisition, assignment, tracking, deployment, utilization and demobilization of resources during resource shortages or as needed to effectively manage the disaster or emergency as a whole.</li> <li>• Resources may not be moved from one incident to another without EOC involvement to ensure accurate resource tracking and personnel accountability.</li> <li>• ESF #5 allocates resources in line with the best use towards achieving objectives, track use and effectiveness.</li> </ul>
Planning	<ul style="list-style-type: none"> <li>• ESF #5 may require reports from incident commanders in the field in order to establish information for reporting needs.</li> <li>• ESF #5 will develop incident action plans (IAPs) and supporting documents using standard ICS forms.</li> <li>• Supporting documents or reports may include any information needed by ESF #5 to execute their duties.</li> </ul>

Incident Documentation	<ul style="list-style-type: none"> <li>• The Documentation Unit shall document activities at the EOC.</li> <li>• Incident documentation may include facilitating the collection and summary of information helpful to any area of the disaster or emergency.</li> <li>• YC DES coordinates the collection of damage assessment information for both public losses and uninsured private losses from local jurisdictions and public entities, and forward the information to state emergency management for a determination of whether the County will be recommended for federal human services assistance, public assistance, or both.</li> <li>• Incident documentation may include situation reports, declarations, damage assessments, cost estimates, etc.</li> </ul>
Declaration Process	<ul style="list-style-type: none"> <li>• The declaration process follows Montana Code Annotated (MCA) 10-3 and other applicable laws or processes.</li> </ul>
EOC Management	<ul style="list-style-type: none"> <li>• YC DES provides management and direction of the EOC and facilitate ESF #5.</li> <li>• EOC management includes establishing and maintaining contact and information flow with the incidents, the Montana State Emergency Coordination Center (SECC), local governments, state, federal agencies and private or non-profit organizations.</li> </ul>

## Concept of Operations

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### General

YC DES organizes the ESF staff and support agencies based upon the core functional areas described in succeeding paragraphs. ESF #5 organizes and coordinates the capabilities and resources of the local government to facilitate the delivery of services, technical assistance, expertise, and other support for incidents requiring a coordinated response.

ESF #5 provides for support to incidents within Yellowstone County. This support may include decision making review and input to clarify any potential issues with laws, regulations, policies or government guidance. Support may also include setting objectives for incidents and providing a system of multi-jurisdictional emergency management when needed including coordinating with adjacent and all other involved counties or government jurisdictions.

ESF #5 provides a county-wide system for acquiring, assigning, tracking mobilization, deployment, utilization of and demobilization of resources, especially when an incident crosses jurisdictional boundaries or when there are multiple incidents occurring at the same time. Resources are allocated based on objectives, needs, and other information that helps determine where the resources would have the greatest impact towards achieving the objective.

ESF #5 provides for planning related to emergency management, which may, or may not include the individual incidents. This includes the development, completion and dissemination of operational plans and supporting documents that detail the priorities, objectives and results to be achieved by the EOC.

ESF #5 provides incident documentation.

ESF #5 facilitates the disaster or emergency declaration process following MCA 10-3 through the EOC and the local government elected officials.

ESF #5 provides for EOC management during an emergency and ensures the readiness of the EOC to respond to a disaster during non-emergency times. This may include maintaining agreements and/or rosters of staff, exercising EOC capabilities, establish standard operating procedures (SOPs) and standard operating guidelines (SOGs) for the EOC, develop and maintain mutual aid agreements with services that may be needed and neighboring government agencies, non-profits and third parties, provide or attend training to maintain capabilities and other actions which may ensure the readiness of all aspects of the EOC.

Support agencies will provide assistance under ICS in place to the ESF Coordinator and primary agencies in line with their agency mission and functions. Types of support may include subject matter experts, providing technical assistance, providing resources and expertise as required to support incident objectives.

**Table 5-2. Functional Categories and Responsibilities**

	ESF Primary Agency	ESF Responsibilities
Incident Support	YC DES	<ul style="list-style-type: none"> <li>• Supports individual incidents within the county to include setting priorities and objectives for incidents.</li> <li>• Supports incident decision making through advising incident staff on laws, policies, priorities, objectives and situation assessments.</li> <li>• Provides a system of multi-jurisdictional emergency management based on the needs of the incident(s).</li> </ul>

Resource Acquisition and Tracking	YC DES	<ul style="list-style-type: none"> <li>• Coordinate with incident(s), other ESFs, other counties and local governments, state agencies, state EOC, federal agencies involved and any other entities who may provide resources needed for emergency management.</li> <li>• Ensure cost tracking and resource accountability by tracking resource acquisition, assigning resources to incidents based on incident priorities and objectives, tracking mobilization, deployment, utilization and demobilization of resources.</li> <li>• Participate in planning meetings as requested to complete the ICS-215 and ICS-215a forms.</li> </ul>
Planning	YC DES	<ul style="list-style-type: none"> <li>• Provide planning capabilities first at the EOC and then to the incidents as needed.</li> <li>• Ensure the development, collection, analysis, and dissemination of critical information, operational plans and supporting documents.</li> <li>• Sets overall situational priorities.</li> <li>• Evaluates incident objectives when there are multiple incidents and assigns resources based on overall situational priorities.</li> <li>• Develop initial situational assessment and anticipate the need for recovery planning and actions.</li> <li>• Facilitate planning, briefings and other processes at the EOC.</li> <li>• Collect and track cost information for all incidents and the EOC.</li> <li>• Provide mapping as part of the planning process through geographic information system (GIS) staff and available data/metadata.</li> <li>• Collect field information as needed ensuring accurate information.</li> </ul>
Incident Documentation	YC DES	<ul style="list-style-type: none"> <li>• Provide for incident documentation needs at the EOC including cost analysis and damage assessments.</li> <li>• Provide documentation for situational assessments, planning, policies, disaster declaration processes, operational processes, EOC activities and results.</li> <li>• Provide documentation to agencies involved in the response as needed.</li> </ul>
Declaration Process	Elected Officials	<ul style="list-style-type: none"> <li>• Complete declaration process following MCA 10-3 as necessary.</li> <li>• Exercise powers of elected officials during a disaster following MCA 10-3 as needed.</li> </ul>
EOC Management	YC DES	<ul style="list-style-type: none"> <li>• Provide direction and control of EOC operations.</li> <li>• Provide or arrange for staffing of the EOC in support functions through existing personnel of primary or support agencies or acquire staff from additional agencies or groups who may be able to staff functions.</li> <li>• Facilitate information dissemination to the public and media through mass communication methods and through a joint</li> </ul>

		information system (JIS)/joint information center (JIC) for media releases.
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### Organization—Response Structure

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ESF #5 operates under the direction of YC DES. YC DES will identify and provide a coordinator based on the assistance needed for an incident requiring the activation of ESF #5.

When an incident or incidents require assistance from more than one of the ESF #5 functions, or activation of multiple ESFs from this EOP, YC DES may delegate leading individual functions to ad-hoc emergency employees. Ad-hoc emergency employees provide a regional point of contact that represents ESF # 5 in its dealings with any EOC. YC DES may supervise ad-hoc emergency employees.

### Actions and Responsibilities

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**Table 5-3. Actions and Responsibilities**

Functional Category	Actions and Responsibilities
General	<ul style="list-style-type: none"> <li>• YC DES activates ESF #5 and notifies required personnel or individuals of activation.</li> <li>• Coordinate preparedness, response, recovery and mitigation planning and activities including incident action, current and future operations planning.</li> <li>• All personnel shall follow ICS and NIMS principles while executing their duties associated with ESF #5.</li> </ul>
Incident Support	<ul style="list-style-type: none"> <li>• Establish communications with each individual incident.</li> <li>• Notify individuals needed to fill the policy group, legal group and other advisory groups as necessary to support decision making for incident personnel.</li> <li>• Review situational assessment, values and resources at risk.</li> <li>• Provide a system of multi-jurisdictional emergency management as needed to share information and ensure the timely flow of information across jurisdictional boundaries.</li> <li>• Establish overall situational priorities.</li> </ul>

Resource Acquisition and Tracking	<ul style="list-style-type: none"> <li>• Coordinate the location and provision of resources with other ESFs to support their primary functions.</li> <li>• Assign available resources to each incident based on identified situational priorities.</li> <li>• Track the status (mobilization, deployment and utilization) of all primary and support resources.</li> <li>• Request/ acquire additional resources from the SECC, district field office (DFO), local jurisdictions or other partners as needed.</li> <li>• Facilitate and ensure the demobilization of resources as they are released from the incident.</li> </ul>
Planning	<ul style="list-style-type: none"> <li>• Establish a process for resource ordering with each incident.</li> <li>• Coordinate staffing of the Planning Section at the EOC.</li> <li>• Identify resources, supplies, personnel and types of assistance needed to support emergency operations.</li> <li>• Develop an initial situational assessment and update it each operational period.</li> <li>• Facilitate information exchange, briefings, information displays, and operational planning related to emergency activities.</li> <li>• Provide information as needed to the command structure and EOC staff.</li> <li>• Complete the development of operational plans/ planning following the "Planning P".</li> <li>• Ensure dissemination of plans and information.</li> </ul>
Incident Documentation	<ul style="list-style-type: none"> <li>• Establish and communicate process for documentation of actions and decision making at the EOC to staff.</li> <li>• Work with EOC staff to complete and document accurate cost analysis and damage assessment estimates and provide those to internal and external agencies as needed.</li> <li>• Coordinate activities with other levels of government as necessary to facilitate effective response.</li> <li>• Maintain an information sharing portal such as WebEOC, LEEP, SharePoint etc...</li> <li>• Ensure compliance with documentation procedures.</li> </ul>
Declaration Process	<ul style="list-style-type: none"> <li>• In coordination with legal staff, elected officials and any other departments needed, prepare declaration documents following MCA 10-3.</li> <li>• Review operational processes and actions to ensure compliance with policy, law and other relevant parameters of government.</li> </ul>
EOC Management	<ul style="list-style-type: none"> <li>• YC DES provides management of the EOC and its staff or assigns a representative to fill that role.</li> <li>• Implement EOC Activation SOPs/ SOGs and adjust as necessary to achieve objectives.</li> </ul>

# Emergency Support Function (ESF) #6

## ESF Coordinator

Yellowstone County Department of  
Emergency Services

## Primary Agencies

Yellowstone County Department of  
Emergency Services

## Support Agencies

American Red Cross  
Non-Governmental Organizations  
RiverStone Health  
Billings Housing Authority  
Chamber of Commerce  
Yellowstone County Lodging Association  
Human Resource Development Council

## Introduction

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### Purpose

Mass Care, Emergency Assistance, Sheltering and Human Services provides a process to access life-sustaining resources, essential services and programs when an emergency or disaster strikes and affects residents.

### Scope

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ESF #6— Mass Care, Emergency Assistance, Sheltering and Human Services is activated during or following disasters or emergencies by Yellowstone County Department of Emergency Services (YC DES) or limited functional categories may be activated as needed during incidents.

Individuals, government departments, agencies, private stakeholders, companies and outside non-governmental organizations (NGOs) assistance involved in ESF # 6 will vary greatly depending on the impacts, magnitude and type of incident. The primary functions of ESF #6 are:

**Mass Care:** Sheltering (congregate, non-congregate and transitional), feeding, dispensing of emergency supplies and reunification of displaced persons.

**Emergency Assistance:** Coordination of unaffiliated volunteers; unsolicited donations; essential community relief services; support to individuals with access and functional needs; support to children; support during mass evacuations; and support for the rescue, transportation, care, shelter, and essential needs of household pets and service animals. May also include assisting residents with accessing disaster assistance programs.

**Human Services:** Includes supplemental nutritional assistance, crisis counseling, disaster case management, disaster legal services, and other local human services programs.

## **Policies**

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### **ESF #6 Policies**

YC DES serves as the coordinator for ESF #6 throughout the disaster or emergency. ESF #6 may be activated by YC DES based on a need to access life-sustaining resources, essential services and programs when an emergency or disaster occurs and affects residents.

ESF #6 services are provided to Yellowstone County residents through partnerships with assisting and cooperating agencies. Plans for implementation and delivery of these functions, in most cases are housed with the partner agencies.

#### **Relationship to Whole Community**

A basic premise of emergency management is that disaster response begins and ends at the community level. This is particularly true for the functions of ESF #6, as many disasters occur with little or no warning, thereby requiring that life-sustaining services be provided quickly to prevent additional suffering and loss of life. ESF #6 partner agencies and organizations rely on the whole community to meet the needs of disaster survivors.

Key elements of the whole community include individuals with access and functional needs whose needs must be considered well in advance when preparing for disasters and emergencies, and who are important partners to support the delivery of core capabilities during incident response (e.g., through associations and alliances that serve these populations).

Community disaster and emergency plans should include provisions for individuals who own household pets or have responsibility for service animals. Planning factors must include resources and processes for the rescue, transportation, care, shelter, and essential needs of animals. In addition to human sheltering, the establishment of an animal shelter appropriate for impacted household animals (consideration should be given to co-location or close proximity to human shelters).

The whole community also includes local, state, tribal, and Federal governments; nongovernmental organizations (NGO), including voluntary, faith-based, community-based, and other nonprofit organizations in the civic/nonprofit sector; academia; the private sector; individuals; and communities. Partners from all elements of the whole community work together to address shortfalls and help to ensure that the life-sustaining needs of disaster survivors are met.

### **Concept of Operations**

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#### **General**

ESF #6 provides the coordination mechanisms for mass care, emergency assistance and human services. YC DES organizes the ESF staff and support agencies based upon the core functional areas described in succeeding paragraphs.

Identified long-term recovery projects focused on infrastructure and services critical to the community will be managed by the local (county, city, town, NGOs) jurisdiction with assistance from YC DES as needed and agreed to by Yellowstone County.

Support agencies will provide assistance under the Incident Command System (ICS) in place to the ESF Coordinator and Primary Agencies in line with their mission, functions and capacity.

**Table 6-1. Functional Categories and Responsibilities**

	ESF Primary Agency	ESF Responsibilities
Mass Care	YC DES	<ul style="list-style-type: none"> <li>• Sheltering               <ul style="list-style-type: none"> <li>• Shelters                   <ul style="list-style-type: none"> <li>• ARC certifies congregate shelters, staffing</li> </ul> </li> <li>• Shelter in place</li> </ul> </li> <li>• Feeding</li> <li>• Reunification</li> <li>• Dispensing</li> </ul>
Emergency Assistance	YC DES	<ul style="list-style-type: none"> <li>• Unaffiliated volunteers</li> <li>• Donations</li> <li>• Relief Services</li> <li>• Emergency Evacuation Support               <ul style="list-style-type: none"> <li>• Transportation</li> <li>• Care</li> <li>• Shelter</li> <li>• Household Pets/Service Animals</li> </ul> </li> <li>• Support for Access and Functional Needs</li> </ul>
Human Services	YC DES	<ul style="list-style-type: none"> <li>• Crisis Counseling (Psychological First Aid)</li> <li>• Family Reunification</li> <li>• Public Grief Recovery-Memorials/Spiritual Support</li> <li>• Medical and Dental Support for Displaced Individuals (non-emergency care)</li> <li>• Dependent care-loss of the legal caregiver</li> <li>• Disaster Case Management</li> <li>• Disaster Legal Services</li> <li>• Supports continuity of government operations for human services programs.</li> </ul>

**Organization—Response Structure**

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ESF #6 operates under the direction of YC DES. YC DES will identify and provide a coordinator based on the assistance needed for an incident requiring the activation of ESF #6. An appropriate coordinator will be assigned based on the impacts, magnitude and type of incident and subject matter expertise appropriate to the situation.

When an incident or incidents require assistance from more than one of the ESF functions, YC DES may delegate the leading of individual functions to appropriate persons and/or organizations representing YC DES.

**Actions and Responsibilities**

**Table 6-2. Actions and Responsibilities**

Agency	Function
YC DES	<ul style="list-style-type: none"> <li>• Manages the EOC</li> <li>• Support ESF #6 agencies</li> </ul>
American Red Cross	<p>The American Red Cross (ARC) is a private sector organization that provides disaster relief to individuals and families and is responsible for providing emergency congregate and individual care in coordination with local government and private agencies. The ARC receives its mission from a congressional charter and, as mandated by Federal Law 36-United States Code-3001 and reaffirmed in Public Law 93-288 (Stafford Act).</p> <ul style="list-style-type: none"> <li>•Initiate mass care services immediately within the affected area upon notification of the emergency or disaster</li> <li>•Assist government agencies in the management and coordination of sheltering, feeding, emergency first aid services, and bulk distribution of emergency supplies to the affected population</li> <li>•Coordinate relief efforts with YCOAD/VOAD, OCS, and other non-governmental organizations (NGO) as appropriate</li> <li>•Provide a representative to the county Emergency Operations Center (EOC) to facilitate coordination of mass care services</li> <li>•Initiate and administer the use of the National Safe &amp; Well system for family reunification</li> <li>•Support mass care services with available facilities, vehicles, supplies, personnel and other provisions as able</li> </ul>
NGOs	<p>Non-Governmental Organizations Voluntary, faith-based, community-based, and other nongovernmental organizations in the civic or nonprofit sector are integral to local community responses to disaster. ARC, The Salvation Army, and other member agencies of the YCOAD, etc., will support ESF #6 activities through provision of immediate shelter, feeding, and emergency first aid relief to individuals and families, which are not normally available from government resources. These local organizations will work in cooperation with the local government within their jurisdictions in preparing for, responding to,</p>

	and recovering from the effects of an emergency or disaster event.
RiverStone Health	<ul style="list-style-type: none"> <li>• Bulk dispensing of emergency items.</li> <li>• Emergency food assistance (WIC, SNAP, etc.)</li> </ul>
Billings Housing Authority	<ul style="list-style-type: none"> <li>• Long-term housing recovery</li> </ul>
Chamber of Commerce	<ul style="list-style-type: none"> <li>• Post-disaster business recovery</li> </ul>
Yellowstone County Lodging Association	<ul style="list-style-type: none"> <li>• Emergency sheltering</li> <li>• Basic essentials</li> </ul>
HRDC	<ul style="list-style-type: none"> <li>• Utility assistance</li> <li>• Childcare referral assistance</li> </ul>



# Emergency Support Function (ESF) #7

## ESF Coordinator

Yellowstone County Department of  
Emergency Services

## Primary Agencies

## Support Agencies

Yellowstone County IT Department  
Yellowstone County Facilities Department  
Yellowstone County Finance Department  
City of Billings IT Department  
City of Billings Finance Department  
City of Laurel

Montana Department of Natural Resources  
and Conservation (DNRC)  
Bureau of Land Management (BLM) -  
Billings Interagency Wildfire Supply

## Introduction

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### Purpose

Logistics and Resource Support addresses two critical needs during a disaster/emergency. Without the ability to support responders they can become ineffective or additional victims themselves. Logistics utilizes resources available from the whole community to support the efficient delivery of supplies, equipment, services and facilities. It also facilitates logistical planning, technical assistance and incident response needs that ensure the ability of responders to complete their task and meets the needs of disaster survivors.

### Scope

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ESF #7—Logistics and Resource Support is activated during incidents or potential incidents requiring significant management of supply chain functions in support of a local incident.

Scope includes coordination of resource sourcing; acquisition; delivery of supplies, equipment and services; resource tracking; facility space acquisition; transportation coordination; management and support of information technology (IT); and other administrative services.

Its specific activities within the scope include the following Primary Functions:

**Supply Chain Management & Planning:** Manage and provide for the integration of whole community supply chain/ logistics that provides the resources (equipment, supplies and services) for incidents requiring resource and/or logistical support.

Support that cannot be provided by a local government, support agency or government partner (Mutual Aid) may be addressed through direct procurement or donations if funding and coordination is available. Yellowstone County Department of Emergency

Services (YC DES) works with the appropriate purchasing officer representing the responsible party or government agency to obtain required funding and/or approval. This purchasing officer representative should be part of the emergency operations center (EOC) team under the Finance Section working within their agency policies, state and federal law.

**Facilitate Communication in the Supply Chain:** Facilitate and ensure communication and collaboration among supply chain/ logistics support elements and incident management.

**Policies**

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**Table 7-1. Policies**

<p>General</p>	<ul style="list-style-type: none"> <li>• ESF #7 is activated by YC DES upon notification of a potential or actual incident or event that requires a logistics and/or resource support.</li> <li>• Incident Command System (ICS) and National Incident Management System (NIMS) principles shall be followed for all emergencies or disasters.</li> <li>• Actions initiated under ESF #7 are coordinated and conducted cooperatively with federal, state, tribal governments, agencies and incident management officials and with private entities as required.</li> <li>• Purchasing completed will be within the agency policy of Yellowstone County, another local government jurisdiction involved in the incident or the responsible party as well as state and federal laws.</li> <li>• Documentation will be kept as best possible under emergency/disaster circumstances for donations, in-kind work and through partners. Documentation for purchases will follow agency/ organizational policy as well as state and federal laws.</li> <li>• Reimbursement may be provided through state or federal emergency/disaster funds, government programs or other sources, as available.</li> </ul>
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**Concept of Operations**

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**General**

YC DES organizes the ESF staff and support agencies based upon the core functional areas described in succeeding paragraphs. ESF #7 organizes and coordinates the capabilities and resources of the local government to complete resource sourcing; acquisition; delivery of supplies, equipment and services; resource tracking; facility space acquisition; transportation coordination; management and support of IT; and other administrative services.

ESF #7 is scalable to meet the specific needs of each incident, based upon the nature and magnitude of the event, the suddenness of onset, and the availability of local resources.

Support agencies will provide assistance under the Incident Command System in place to the ESF Coordinator in line with their agency mission and functions. All personnel shall follow ICS and NIMS principles while executing their duties associated with ESF #7.

**Table 7-2. Functional Categories, Actions & Responsibilities**

	ESF Primary Agency	ESF Responsibilities
Supply Chain Management & Planning	YC DES	<ul style="list-style-type: none"> <li>• Coordinates resource sourcing/ acquisition (purchasing); delivery of supplies, equipment and services; resource tracking; facility space acquisition; transportation coordination; management and support of IT; and other administrative services</li> <li>• Coordinates resolution of conflicting operational demands for Logistics and Resource Support resources</li> <li>• Determines logistical and resource needs of ESF #7 personnel</li> <li>• Determines need, completes and submits cost reimbursement paperwork for purchasing activities as reimbursement is available. (e.g. State/Federal reimbursements on declared incidents)</li> </ul>
Communication in the Supply Chain	YC DES	<ul style="list-style-type: none"> <li>• YC DES, as the ESF #7 Coordinator provides information to the Unified Command Group through the chain of command for the duration of the incident.</li> <li>• Coordinates primary and support agencies for planning and operational needs.</li> <li>• Communicate status of resources coming in from out of area.</li> <li>• Ensures coordination of operational needs during the planning cycle.</li> <li>• Provides incident and situational reports and assessments as required.</li> </ul>

### **Organization—Response Structure**

ESF #7 operates under direction of YC DES. YC DES will identify and provide a coordinator based on the assistance needed for an ESF #7 incident.

When an incident or incidents require assistance from more than one of the ESF #7 functions, or activation of multiple ESFs from this EOP, YC DES may delegate leading individual functions to ad-hoc emergency employees. Ad-hoc emergency employees provide a regional point of contact that represents ESF #7 in its dealings with the Emergency Operations Center or Multiagency Coordinating Groups (MAC Group). The Director of the YC DES may supervise ad-hoc emergency employees.



# Emergency Support Function (ESF) #8

## ESF Coordinator

Unified Health Command

## Primary Agencies

Billings Clinic  
RiverStone Health  
St. Vincent Healthcare  
Yellowstone County Department of  
Emergency Services

## Support Agencies

Montana Department of Public Health and  
Human Services  
Montana Disaster and Emergency Services  
Centers for Disease Control and Prevention  
Local Law Enforcement  
Vitalant (formerly United Blood Services)  
American Red Cross  
YC Extension Services

## Introduction

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### Purpose

Public Health and Medical Services provides the mechanism for coordinated assistance in response to a potential or actual public health and/or medical emergency/disaster. Public Health and Medical Services include responding to medical needs associated with mental health, behavioral health, and substance abuse considerations of incident victims and response workers. Services cover the following issues: medical needs of all members of the population, including members who may have medical and other functional needs before, during, and after an incident; and assistance with veterinary and/or animal health issues (for additional guidance see also ESF #11).

The Unified Health Command (UHC) may be activated during any incident affecting medical or public health issues. The UHC serves in a command role during medical incidents and also has the ability to place representatives at the EOC in a medical advisory capacity. Refer to Annex/Appendix C for the UHC Protocol.

### Scope

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ESF #8 provides assistance in the following core functional areas:

- Assessment of public health/medical needs
- Health surveillance
- Medical care personnel
- Health/medical/veterinary equipment and supplies (ESF #11)
- Patient evacuation
- Patient care
- Surge capability, including alternate care sites

- Safety and security of drugs, biologics, and medical devices
- Blood and blood products
- Food safety and security (ESF #11)
- Agriculture safety and security (ESF #11)
- All-hazard public health and medical consultation, technical assistance, and support
- Behavioral health care
- Public health and medical information
- Vector control (ESF #3)
- Potable water/wastewater and solid waste disposal (ESF #3)
- Mass fatality management, victim identification, and decontaminating remains
- Veterinary medical support (ESF #11)
- Isolation/Quarantine
- Management of vetted and/or affiliated volunteers
- Laboratory coordination

## Policies

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**Table 8-1. Functional Categories, Actions and Responsibilities**

General	<ul style="list-style-type: none"> <li>• ESF #8 is activated by Yellowstone County Disaster and Emergency Services (YC DES) or the Yellowstone County Health Officer upon notification of an actual or anticipated natural/manmade disaster or emergency that will impact local Public Health and Medical Services.</li> <li>• Incident Command System (ICS) and National Incident Management System (NIMS) principles shall be followed for all emergencies or disasters.</li> <li>• Actions initiated under ESF #8 are coordinated and conducted cooperatively with local, state and federal agencies and incident management officials and with private entities as required.</li> <li>• Priority is given to actions that may reduce threats to life safety, followed by impacts critical infrastructure/property and then impacts to economic and societal needs.</li> <li>• Additional resources should first be secured through mutual aid and assistance agreements, then to the Montana State Emergency Coordination Center (SECC) (Coordinated through the local EOC) who can access private and state resources and resources through the Emergency Management Assistance Compact (EMAC).</li> </ul>
Health surveillance	<ul style="list-style-type: none"> <li>• In collaboration with supporting agencies, enhance existing surveillance systems to monitor the health of the general and medical needs population.</li> </ul>
Assessment of public health/medical needs	<ul style="list-style-type: none"> <li>• Acute</li> <li>• Long-term, developing</li> <li>• Potential public health concerns</li> </ul>

Medical care personnel	<ul style="list-style-type: none"> <li>Utilize existing credentialed, licensed and non-licensed professionals</li> <li>Acquire additional resources through Montana Healthcare Mutual Aid System and/or federally recognized support entities.</li> </ul>
Health/medical/veterinary equipment and supplies	<ul style="list-style-type: none"> <li>Rely on existing local healthcare resources until anticipated depletion</li> <li>Other local resources include the CHEMPACK, hospital reserve caches, local pharmacies, DME suppliers, etc., until anticipated depletion.</li> <li>In addition to deploying local resources, assets may be obtained from the Strategic National Stockpile (SNS) including medical equipment; durable medical equipment and supplies; medical, diagnostic, and radiation-detecting devices; pharmaceuticals and biologic products in support of immediate medical response operations and for restocking health care facilities in an area affected by a major disaster or emergency. When a veterinary response is required, assets may be requested from the National Veterinary Stockpile, which is managed by USDA Animal and Plant Health Inspection Service (APHIS). State and federal assets may be obtained through YC DES.</li> </ul>
Patient evacuation	<ul style="list-style-type: none"> <li>Establish identified alternate care facilities.</li> <li>Support the healthcare entities in moving and relocating existing patients/residents/clients and equipment.</li> </ul>
Patient care	<ul style="list-style-type: none"> <li>Identify personnel to support prehospital triage and treatment, inpatient hospital care, outpatient services, pharmacy services, and dental care to victims who are seriously ill, injured, or suffer from chronic illnesses who need evacuation assistance, regardless of location.</li> <li>ESF #8 may assist with isolation and quarantine measures and with point of dispensing operations (mass prophylaxis and vaccination). Health care providers and support staff will ensure appropriate patient confidentiality is maintained, including Health Insurance Portability and Accountability Act (HIPAA) privacy and security standards, where applicable.</li> </ul>
Safety and security of drugs, biologics, and medical devices	<ul style="list-style-type: none"> <li>Coordinate with local law enforcement to ensure the safety and security of drugs, biologics and medical devices.</li> </ul>
Blood and blood products	<ul style="list-style-type: none"> <li>Ensure the safety, availability, and logistical requirements of blood and blood products. This includes the ability of the existing supply chain resources to meet the manufacturing, testing, storage, and distribution of these products.</li> </ul>
Food safety and security	<ul style="list-style-type: none"> <li>In cooperation with ESF #11, ensure the safety and security of federally regulated foods.</li> </ul>

<p>Agriculture safety and security</p>	<ul style="list-style-type: none"> <li>In coordination with ESF #11, ensure the health, safety, and security of food-producing animals, animal feed, and therapeutics.</li> </ul>
<p>All-hazard public health and medical consultation, technical assistance, and support</p>	<ul style="list-style-type: none"> <li>Request assistance from other ESF #8 partner organizations in assessing public health, medical, and veterinary medical effects resulting from all hazards. Such tasks may include assessing exposures on the general population and on high-risk population groups; conducting field investigations, including collection and analysis of relevant samples; providing advice on protective actions related to direct human and animal exposures, and on indirect exposure through contaminated food, drugs, water supply, and other media; and providing technical assistance and consultation on medical treatment, screening, and decontamination of injured or contaminated individuals. While State, tribal, and local officials retain primary responsibility for victim screening and decontamination operations, ESF #8 can request assistance from the National Medical Response Teams.</li> </ul>
<p>Behavioral health care</p>	<ul style="list-style-type: none"> <li>Request assistance from other ESF #8 partner organizations in assessing mental health and substance abuse needs, including emotional, psychological, psychological first aid, behavioral, or cognitive limitations requiring assistance or supervision; providing disaster mental health training materials for workers; providing liaison with assessment, training, and program development activities undertaken by Federal, State, tribal, or local mental health and substance abuse officials; and providing additional consultation as needed.</li> </ul>
<p>Public health and medical informaiton</p>	<ul style="list-style-type: none"> <li>Provide timely public health, disease, and injury prevention information that can be transmitted to members of the general public who are located in or near areas affected in languages and formats that are understandable to individuals with limited English proficiency and individuals with disabilities.</li> </ul>
<p>Vector control</p>	<ul style="list-style-type: none"> <li>Request assistance from other ESF #8 partner organizations, as appropriate, in assessing the threat of vector-borne diseases; conducting field investigations, including the collection and laboratory analysis of relevant samples; request vector control equipment and supplies; request technical assistance and consultation on protective actions regarding vector-borne diseases; and provide technical assistance and consultation on medical treatment of victims of vector-borne diseases.</li> </ul>
<p>Potable water/wastewater and solid waste disposal</p>	<ul style="list-style-type: none"> <li>Request assistance from other ESF #8 organizations to assist in assessing potable water, wastewater, solid waste disposal, and other environmental health issues related to public health in establishments holding, preparing, and/or serving food, drugs, or medical devices at retail and medical facilities, as well as examining and responding to</li> </ul>

	public health effects from contaminated water; conducting field investigations, including collection and laboratory analysis of relevant samples; providing equipment and supplies as needed; and providing technical assistance and consultation.
Mass fatality management, victim identification, and decontaminating remains	<ul style="list-style-type: none"> <li>• Activate the Mass Fatality Management Annex.</li> </ul>
Veterinary medical support	<ul style="list-style-type: none"> <li>• Assist ESF #11 as required to protect the health of livestock and companion and service animals.</li> <li>• Assist ESF #11 in ensuring the safety of the manufacture and distribution of foods and drugs given to animals used for human food production.</li> <li>• Provide for the safety and well-being of household pets and service and companion animals.</li> </ul>

## Concept of Operations

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### General

ESF #8, organizes support agencies based upon the core functional areas.

ESF #8 will provide liaison and communications support to the Medical Resource Desk at the local EOC at the request of YC DES.

ESF #8 representatives in the local EOC will conduct a risk analysis, evaluate, and determine the capability required to meet the mission objective(s) and provide required public health and medical support assistance.

In the early stages of an incident, it may not be possible to fully assess the situation and verify the level of assistance required. In these cases, every reasonable attempt is made to verify the need before providing assistance.

During the response period, ESF #8 has primary responsibility for the analysis of public health and medical assistance, determining the appropriate level of response capability as well as developing updates and assessments of public health status.

Public health and medical subject-matter experts (including partners representing all appropriate populations, such as pediatric populations, populations with disabilities, the aging, and those with temporary or chronic medical conditions) from primary and supporting agencies are consulted as needed.

## **Organization—Response Structure**

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ESF #8 operates under direction of the Unified Health Command, when activated. The UHC will provide coordination based on the assistance needed. The YC DES provides the regional point of contact and represents ESF #8 in its dealings with any work at the Emergency Operations Center or Multiagency Coordinating Groups (MAC Group).

When ESF #8 assistance involves only one functional area of ESF #8 the agency(ies) in charge of that functional area may provide an individual to fill the coordinator function as the point of contact to represent ESF #8 in its dealings with the EOC or MAC Group.

# Emergency Support Function (ESF) #9

## ESF Coordinator

Yellowstone County Sheriff's Office

## Primary Agencies

Yellowstone County Department of Emergency Services  
Billings Fire Department

## Support Agencies

County Rural Fire Departments  
Laurel Fire Department  
Private and Non-Profit SAR Organizations  
National Weather Service  
Yellowstone County GIS Program  
Montana DNRC

## Introduction

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### Purpose

Search and Rescue (SAR) rapidly deploys SAR resources to provide lifesaving rescue operations when there is an actual or anticipated need for SAR operations.

### Scope

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ESF #9—SAR is activated during incidents or potential incidents requiring a large scale or long duration SAR response. The ESF #9 Coordinator is Yellowstone County Sheriff's Office (YCSO) as this agency is legally in charge of traditional SAR operations per Montana Code Annotated (MCA). ESF #9 primary and support agencies provide timely and specialized SAR capabilities, support and resources as requested.

SAR operations include answering distress calls, establishing communications, locating distressed or lost personnel, coordination and execution of rescue operations in rural or urban environments including air, land, water and Urban Search and Rescue (USAR) extrication and/or evacuation to assist persons and property in potential or actual distress.

SAR Response operations are classified in this plan in two Primary Functions:

**Land, Air & Waterborne Search and Rescue:** Primary Agency is YCSO. The Sheriff's Office operates a Special Services Division geared at land, air and waterborne SAR operations. This Division of the Sheriff's Office is in charge of Search and Rescue Operations in this function per MCA.

**Structural Collapse USAR:** Primary Agency is Billings Fire Department (BFD). USAR includes operations for natural and manmade disasters and catastrophic incidents which require structural collapse operations.

Jurisdictions within Yellowstone County and, the entire state of Montana, lack qualified USAR Teams. This is an identified capability gap that cannot be filled locally at this time.

Until USAR capabilities are developed locally, during a USAR incident, BFD shall serve in a coordinating capacity with Yellowstone County DES (YC DES) to obtain qualified USAR resources. In the time following a USAR incident, likely 48-72 hours, operations will be conducted within the training and capabilities of present responders to preserve life and protect property

**Policies**

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**Table 9-1. Policies**

<p>General</p>	<ul style="list-style-type: none"> <li>• ESF #9 is activated by YC DES upon notification of a potential or actual incident or event that requires a coordinated response and support.</li> <li>• Incident Command System (ICS) and National Incident Management System (NIMS) principles shall be followed for all emergencies or disasters.</li> <li>• Actions initiated under ESF #9 are coordinated and conducted cooperatively with federal, state, tribal and local landowners, agencies and incident management officials and with private entities as required.</li> <li>• SAR Teams brought in from other agencies shall have operational control over their team members after receiving an assignment to determine if their missions are safe.</li> <li>• Reference National Response Framework (NRF)-ESF #9 and the Montana Emergency Response Framework (MERF) for additional references and policies on state and federal involvement in SAR operations.</li> <li>• Reimbursement may be provided through state, federal programs or other sources, as available.</li> </ul>
<p>Land, Air &amp; Waterborne SAR</p>	<ul style="list-style-type: none"> <li>• Standing SAR Policies, Procedures and Guidelines of the YCSO shall be in effect during activation of ESF #9.</li> </ul>
<p>USAR</p>	<ul style="list-style-type: none"> <li>• USAR is an identified capability gap in Yellowstone County and the State of Montana.</li> <li>• In the time following a USAR incident, likely 48-72 hours, operations will be conducted within the training and capabilities of present responders to preserve life and protect property.</li> <li>• USAR response resources are available through the Montana State Emergency Coordination Center (SECC) using the Emergency Management Assistance Compact (EMAC) and/or NRF.</li> <li>• Responding USAR Teams that have been ordered by the incident shall be involved in operational decisions regarding their USAR mission as much as possible to provide USAR expertise.</li> </ul>

## Concept of Operations

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### General

YCSO organizes the ESF staff and support agencies based upon the core functional areas described in succeeding paragraphs. ESF #9 organizes and coordinates the capabilities and resources of the local government to facilitate answering distress calls, establishing communications, locating distressed or lost personnel, coordination and execution of rescue operations in rural or urban environments including land, air, water and USAR extrication and/or evacuation to assist persons and property in potential or actual distress.

ESF #9 is scalable to meet the specific needs of each incident, based upon the nature and magnitude of the event, the suddenness of onset, and the availability of local SAR resources.

Support agencies will provide assistance under the Incident Command System in place to the ESF Coordinator and primary agencies in line with their agency mission and functions.

**Table 9-2. Functional Categories and Responsibilities**

	ESF Primary Agency	ESF Responsibilities
Land, Air & Waterborne SAR	YCSO	<ul style="list-style-type: none"> <li>• YCSO, as the ESF #9 Coordinator provides information to the Emergency Operations Center (EOC) or Multiagency Coordinating Groups (MAC Group) through the chain of command for the duration of the incident.</li> <li>• Coordinates primary and support agencies for planning and operational needs.</li> <li>• Coordinates resolution of conflicting operational demands for SAR response resources</li> <li>• Coordinates with out of area executing SAR operations in the field to determine needs.</li> <li>• Coordinates logistical support for Land, Air and Waterborne SAR resources to maintain operational readiness.</li> <li>• Ensures coordination with USAR operations during the planning cycle and operational periods.</li> <li>• Provides incident and situational reports and assessments as required.</li> <li>• Determines need, completes and submits cost reimbursement paperwork for SAR activities as reimbursement is available. (e.g. State of Montana Search and Rescue Fund)</li> </ul>
USAR	BFD	<ul style="list-style-type: none"> <li>• Manages and coordinates USAR resources coming in from out of area.</li> <li>• Coordinates logistical support for USAR resources to maintain operational readiness.</li> </ul>

		<ul style="list-style-type: none"> <li>• Communicates with the ESF Coordinator to ensure knowledge and needs of USAR operations during the planning cycle and operational periods.</li> <li>• Conducts operations within the training and capabilities of present responders to preserve life and protect property.</li> <li>• Provides incident and situational reports and assessments to the ESF Coordinator as required.</li> </ul>
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### **Organization—Response Structure**

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ESF #9 operates under direction of YCSO. YCSO will identify and provide a coordinator based on the assistance needed for an ESF #9 incident. When an incident requires assistance from more than one of the ESF #9 functions, YCSO provides the regional point of contact and represents ESF #9 in its dealings with any work at the local EOC.

When ESF #9 assistance involves only one functional area of ESF #9 the agency in charge of that functional area may provide an individual to fill the coordinator function as the point of contact to represent ESF #9 in its dealings with any work at the EOC or MAC Group. ESF #9 will have staff on duty at the Joint Field Office (JFO) as needed, for the duration of the emergency response period.

### **Actions and Responsibilities**

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**Table 9-3. Actions and Responsibilities**

Functional Category	Actions and Responsibilities
General	<ul style="list-style-type: none"> <li>• YC DES activates ESF #9 and notifies required personnel or individuals of activation.</li> <li>• YCSO, as the ESF #9 Coordinator provides information to the EOC or MAC Group through the chain of command for the duration of the incident.</li> <li>• YCSO coordinates primary and support agencies for planning and operational needs.</li> <li>• YCSO coordinates resolution of conflicting operational demands for SAR response resources</li> <li>• All personnel shall follow ICS and NIMS principles while executing their duties associated with ESF #9.</li> </ul>

<p>Land, Air and Waterborne SAR</p>	<ul style="list-style-type: none"> <li>• Coordinates outside resources executing SAR operations in the field to determine needs.</li> <li>• Coordinates logistical support for Land, Air and Waterborne SAR resources to maintain operational readiness.</li> <li>• Ensures knowledge and needs of USAR operations are communicated and addressed during the planning cycle and operational periods.</li> <li>• Provides incident and situational reports and assessments to the ESF Coordinator as required.</li> </ul>
<p>USAR</p>	<ul style="list-style-type: none"> <li>• Manages and coordinates USAR resources coming in from out of area.</li> <li>• Coordinates logistical support for USAR resources to maintain operational readiness.</li> <li>• Communicates with the ESF Coordinator to ensure knowledge and needs of USAR operations are communicated and addressed during the planning cycle and operational periods.</li> <li>• Conducts operations within the training and capabilities of present responders to preserve life and protect property.</li> <li>• Provides incident and situational reports and assessments to the ESF Coordinator as required.</li> </ul>



# Emergency Support Function (ESF) #10

## ESF Coordinator

Yellowstone County Department of  
Emergency Services

## Primary Agencies

Billings Fire Department

## Support Agencies

County Rural Fire Departments  
Laurel Fire Department  
Billings Police Department  
Laurel Police Department  
National Weather Service  
Yellowstone County Sheriff's Office  
Montana Department of Environmental  
Quality  
Montana Disaster and Emergency Services  
Montana Highway Patrol  
Montana Department of Transportation  
Montana National Guard, 83<sup>rd</sup> Civil Support  
Team  
Refinery HAZMAT Teams (3)  
Montana/Wyoming Spill COOP  
**MLGPA** Member Companies

## Introduction

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### Purpose

Hazardous Materials (HAZMAT) provides initial incident response and extended incident support to an actual or potential discharge and/or uncontrolled release of oil or HAZMAT when activated.

### Scope

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ESF #10 provides for a coordinated local government effort in response to actual or potential oil and HAZMAT incidents that have the potential to be a threat to public health and safety or to the environment.

Both federal and state statutes indicate the person responsible for the spill (spiller) is responsible for the cleanup of the spill. Local government must implement appropriate notification and response actions in order to save lives and property during a HAZMAT incident, especially during the early stages. Hazardous materials include chemical, biological, and radiological substances, whether accidentally or intentionally released. ESF #10 may also be used under appropriate authorities to respond to actual or threatened releases of other materials that pose a threat to public health or welfare or the environment.

The scope of ESF #10 includes the appropriate actions to prepare for, respond to and recover from a threat to public health, welfare, or the environment caused by actual or potential oil and HAZMAT incident. Appropriate general actions implemented by local government resources include, but are not limited to: actions to prevent, minimize or mitigate a release; efforts to detect

and assess the extent of contamination (including sampling and analysis and environmental monitoring); actions to stabilize the release and prevent the spread of contamination. Cleanup and remediation remain the responsibility of the spiller (responsible party).

ESF #10-Oil and HAZMAT is activated during incidents or potential incidents requiring operational capabilities by local forces or extended incident support in response to a potential or actual oil or HAZMAT incident. Billings Fire Department (BFD)--Regional HAZMAT Team is designated as the "Local Emergency Response Authority" (LERA) as defined in Montana Code Annotated (MCA) 10-3-1208 with powers and duties outlined in MCA 10-3-1209 for the City of Billings, City of Laurel, Town of Broadview and all county areas outside those municipalities.

The National Oil and Hazardous Substances Pollution Contingency Plan (NCP) requires that oil and hazardous materials releases be reported to the National Response Center. (40 CFR 300.125.) The National Response Center (NRC) provides notifications of such reports to the National Operations Center (NOC) to promote situational awareness.

The ESF #10 Primary Agency is BFD as this agency is designated as the LERA for all of Yellowstone County and has the highest operational capability and knowledge of this subject matter. ESF #10 primary and support agencies provide support and resources as requested, within their training and capabilities.

**Policies**

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**Table 10-1. Policies**

General	<ul style="list-style-type: none"> <li>• ESF #10 is activated by any local fire organization or Yellowstone County Department of Emergency Services (YC DES) upon notification of a potential or actual incident or event that requires a coordinated response and support.</li> <li>• Incident Command System (ICS) and National Incident Management System (NIMS) principles shall be followed for all emergencies or disasters.</li> <li>• Actions initiated under ESF #10 are coordinated and conducted cooperatively with federal, state, tribal and local agencies and incident management officials and with private entities as required.</li> </ul>
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**Concept of Operations**

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**General**

ESF #10 provides for a coordinated local government effort in response to actual or potential oil and HAZMAT incidents that have the potential to be a threat to public health and safety or to the environment.

The ESF #10 Coordinator organizes the ESF staff and support agencies based on need to provide safety from an acute onset Oil or HAZMAT release until the threat to public health and safety or the environment has been sufficiently addressed. Local governments or resources are focused on acute affects and public safety, they are not responsible for cleanup or mitigation work.

## Public Sector

HAZMAT response in Montana follows a regional model with teams based across the state. BFD is home to the Eastern Montana Regional HAZMAT Team which covers all of Yellowstone County. BFD is designated as the “Local Emergency Response Authority” (LERA) as defined in MCA 10-3-1208 with powers and duties outlined in MCA 10-3-1209 for the City of Billings, City of Laurel, Town of Broadview and all county areas outside those municipalities.

Local Fire Districts, Fire Service Areas, Fire Companies and other municipal fire departments provide initial incident assessment within their training and capabilities and serve as the initial incident commander. The incident commanders from local fire organizations are responsible to recognize when an incident exceeds their training and capabilities and request the assistance of the Regional HAZMAT Team from BFD in a timely manner. Assistance is available anytime and includes everything from technical consultation over the phone/radio to mobilization of operational HAZMAT Team personnel.

Responses to a release from oil or gas pipeline within Yellowstone County require the notification of the responsible party (owner) and for operations to be conducted in a cooperative manner. Contact the appropriate pipeline company as soon as is practical.

## Private Sector

A pipeline emergency-leak, explosion etc., creates a dangerous situation for emergency responders. Pipeline operators are required to be part of the team working towards the safe resolution of the incident. Responders’ goal is to minimize the level of risk to responders, the community and the environment.

Cleanup and remediation remain the responsibility of the spiller (responsible party) following federal and state statutes. Many responsible parties also have technical assistance available through local personnel and/or 24-hour phone numbers. Yellowstone County has a high-density of oil and gas pipelines and operators within its borders, their contact information is below.

<b>Yellowstone</b>	<b>Emergency Number</b>
Cenex Pipeline, LLC	1-800-421-4122
ExxonMobil Pipeline Co.	1-800-537-5200
Front Range Pipeline, LLC	1-800-421-4211
Montana Dakota Utilities Co.	1-800-638-3278
NorthWestern Energy	1-888-467-2669
Phillips Pipe Line Co	1-877-267-2290
Plains Pipeline, L.P.	1-800-708-5071
WBI Energy Transmission	1-888-859-7291

These contact numbers allow for technical assistance to be provided by the responsible pipeline operator. Pipeline operators have staff trained and equipped to assist in response to a pipeline release.

Actions should be taken to contact the appropriate pipeline company as soon as is practical. Contact numbers for pipeline operators are above and will take response personnel to 24/7 company lines.

Private organizations involved in responding to hazardous substance spills will also utilize ICS as is required by 29 Code of Federal Regulations (CFR) 1910.120, Hazardous Waste Operations and Emergency Response.

### **Pipeline Products and Hazard Information (from Montana Liquid and Gas Pipeline Association)**

**Natural Gas** is the predominant product found in gas distribution pipelines, and with few exceptions, is transported via pipelines in gaseous form. Like crude oil, it is a naturally occurring resource formed millions of years ago as a result of heat and pressure acting on a decayed organic material. It is extracted from wells and transported through gathering pipelines to processing facilities. From these facilities it is transported through transmission pipelines to distribution centers for distribution pipeline systems. The main ingredient in natural gas is methane (94%). Natural Gas typically is odorless, colorless and tasteless and nontoxic in its natural state. When transported via transmission pipelines, natural gas typically does not have an odorant added. An odorant (called mercaptan) is normally added when it is delivered to a distribution system. At ambient temperatures, natural gas remains lighter than air. However, it can be compressed under high pressure to make it convenient for use in other applications or liquefied under extremely cold temperatures (-260°F) to facilitate transportation.

**Petroleum Gas** is a mixture of gaseous hydrocarbons, primarily propane, butane and ethane, which are easily liquefied under pressure and are used for residential or commercial heating and other industrial applications. Propane and butane are often stored and transported under pressure as (LPG) in portable containers for use as fuel for heating and cooking applications. LPG is usually transported through hazardous liquid transmission pipelines and may also be identified as Highly Volatile Liquids (HVLs) or Natural Gas Liquids (NGLs). Vaporized propane and butane may also be found in small distribution systems. LPG is a tasteless, colorless and odorless gas. When transported via transmission pipelines it typically will not have odorant added. Odorant is added when LPG is offloaded to a distribution pipeline system or transport tanks to facilitate leak detection.

**Petroleum Liquids** is a broad term covering many products, including crude oil, gasoline, diesel fuel, aviation gasoline, jet fuel, fuel oil, kerosene, naphtha, xylene and other refined products. Crude oil is unrefined petroleum that is extracted from beneath the earth's surface through wells. As it comes from the well, crude oil contains a mixture of oil, gas, water and other impurities, such as metallic compounds and sulfur. Refinement of crude oil produced petroleum products that we use every day, such as motor oils and gasoline. Crude oil is normally transported from wells to refineries through gathering pipelines. Refined petroleum products are normally transported in transmission pipelines to rail or truck terminals for distribution to consumers. Odorant is not added to these products because they have a natural odor.

**Anhydrous Ammonia** is the liquefied form of pure ammonia gas. It is a colorless gas or liquid with an extremely pungent odor. It is normally transported through transmission pipelines located in the Midwest and is used primarily as an agricultural fertilizer or industrial refrigerant.

**Carbon Dioxide** is a heavy gas that is normally transported in transmission pipelines as a compressed fluid. It is a naturally occurring, colorless, odorless and tasteless gas used in the petroleum industry. Under normal conditions, carbon dioxide is stable, inert and nontoxic.

**Ethanol** (also called ethyl alcohol) is a colorless liquid that is widely used as an additive to automotive gasoline. It may be transported in buried transmission pipelines.

**Hydrogen Gas** is commonly produced from the steam reforming of natural gas. It is frequently used near its production site, with the two main uses being petrochemical processing and ammonia production. Hydrogen is a flammable gas that is colorless, odorless and lighter than air. It is nontoxic, but can act as a simple asphyxiant.

**“Sweet” Crude Oil and Gas Products** contain little or no sulfur.

**“Sour” Crude Oil and Gas Products** contain high concentrations of sulfur and hydrogen sulfide.

**Hydrogen Sulfide (H<sub>2</sub>S)** is a toxic, corrosive contaminant found in natural gas and crude oil. It has an odor like the smell of rotten eggs or a burnt match. Exposure to relatively low levels of hydrogen sulfide (500 ppm) can be fatal.

# Hazard Information

(1) These products are naturally odorless and only certain pipeline systems may be odorized.

	Petroleum Gas	Petroleum Liquids	Anhydrous Ammonia	Carbon Dioxide	Ethanol	Hydrogen Gas	Sour Gas (H2S)	Sour Crude Oil (H2S)	Liquids & Natural Gas
<b>INDICATIONS OF A LEAK</b>									
An odor like rotten eggs or a burnt match	(1)	(1)					X	X	(1)
A loud roaring sound like a jet engine	X						X		X
A white vapor cloud that may look like smoke		X	X						
A hissing or whistling noise	X	X	X	X		X	X		X
The pooling of liquid on the ground			X		X			X	X
An odor like petroleum liquids or gasoline		X	X		X			X	X
Fire coming out of or on top of the ground	X	X				X	X		X
Dirt blowing from a hole in the ground	X	X	X	X		X	X		X
A sheen on the surface of water		X	X					X	X
An area of frozen ground in the summer	X	X		X	X	X	X		X
An unusual area of melted snow in the winter	X	X		X		X	X		X
An area of dead vegetation	X	X	X			X	X	X	X
Bubbling in pools of water	X	X		X		X	X		X
An irritating and pungent odor			X				X	X	
<b>HAZARDS OF A RELEASE</b>									
Highly flammable and easily ignited by heat or sparks	X	X	X		X	X	X	X	X
Will displace oxygen and can cause asphyxiation	X	X	X	X		X	X		X
Vapors are heavier than air and will collect in low areas		X	X	X	X		X	X	X
Contact with skin may cause burns, injury or frostbite		X	X	X	X	X	X		X
Initial odor may be irritating and deaden the sense of smell							X	X	
Toxic and may be fatal if inhaled or absorbed through skin			X				X	X	
Vapors are extremely irritating and corrosive			X				X	X	
Fire may produce irritating and/or toxic gases	X	X	X	X	X	X	X	X	X
Runoff may cause pollution			X	X	X			X	X
Vapors may form an explosive mixture with air	X	X	X		X	X	X	X	X
Vapors may cause dizziness or asphyxiation without warning	(1)	(1)		X		X	X	X	(1)
Is lighter than air and can migrate into enclosed spaces	X					X			X
<b>EMERGENCY RESPONSE</b>									
Avoid any action that may create a spark	X	X	X	X		X	X	X	X
Do NOT start vehicles, switch lights or hang up phones	X	X	X	X		X	X	X	X
Evacuate the area on foot in an upwind and/or uphill direction	X	X	X	X	X	X	X	X	X
Alert others to evacuate the area and keep people away	X	X	X	X	X	X	X	X	X
From a safe location, call 911 to report the emergency	X	X	X	X	X	X	X	X	X
Call the pipeline operator and report the event	X	X	X	X	X	X	X	X	X
Wait for emergency responders to arrive	X	X	X	X	X	X	X	X	X
Do NOT attempt to close any pipeline valves	X	X	X	X	X	X	X	X	X
Take shelter inside a building and close all windows			X	X			X	X	

**AGENCY SPECIFIC CONSIDERATIONS:**

**\*\*Table 10-2 Hazard Information** provided by Montana Liquid and Gas Pipeline Association (MLGPA). Other manuals or response guides may contain different or more detailed information.

## Organization—Response Structure

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ESF #10 operates under direction of BFD. BFD will identify and provide a coordinator based on the assistance needed for an ESF #10 incident. BFD provides the regional point of contact and represents ESF #10 in its dealings with any work at the Emergency Operations Center or Multiagency Coordinating Groups (MAC Group). BFD will have staff on duty at the Joint Field Office (JFO) as needed, for the duration of the emergency response period.

## Actions and Responsibilities

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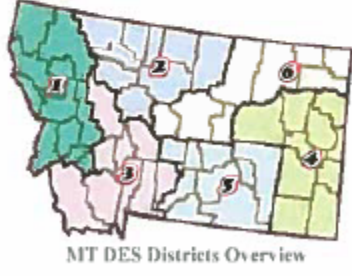
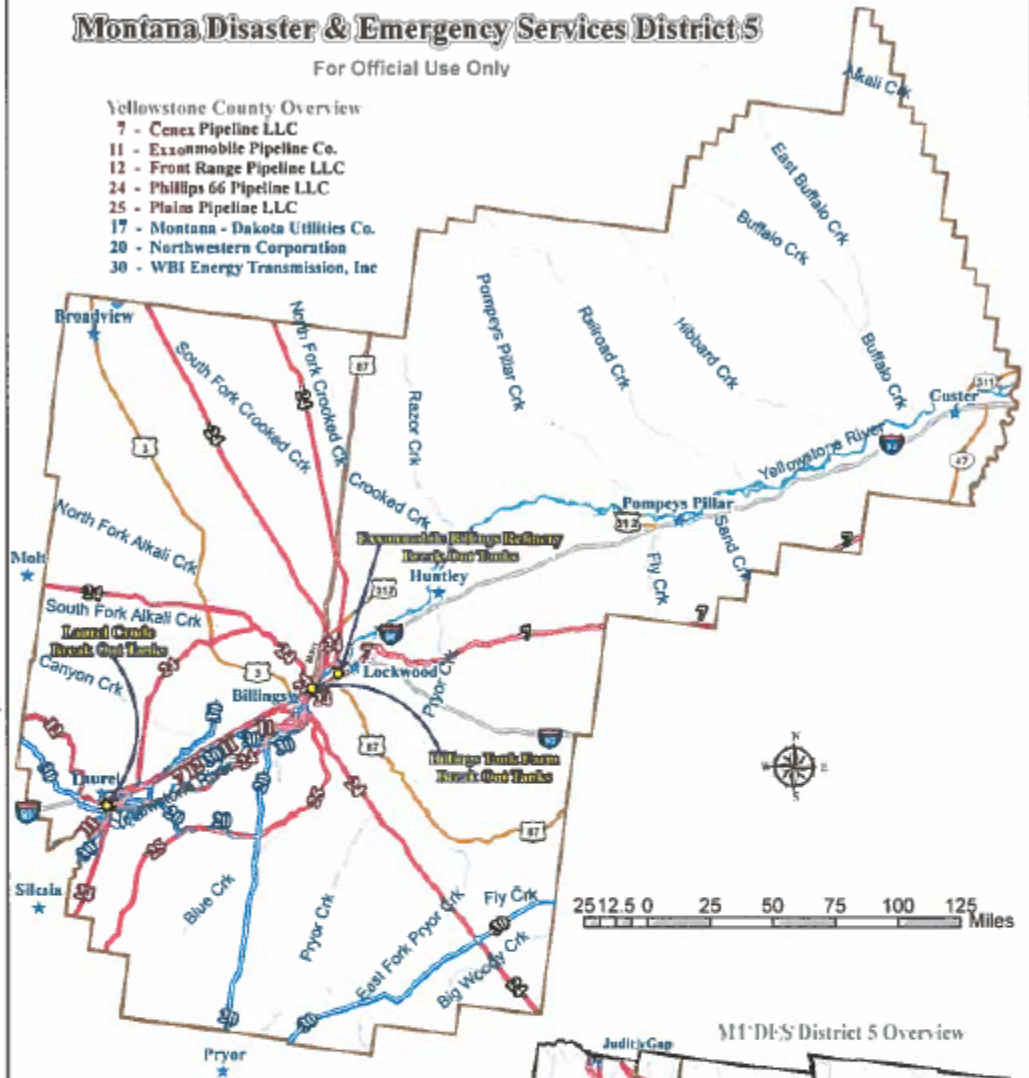
**Table 10.3. Actions and Responsibilities**

Functional Category	Actions and Responsibilities
General	<ul style="list-style-type: none"><li>• Provides damage reports, assessments, and situation reports to support ESF #5 – Emergency Management.</li><li>• Provides coordination support during ESF activations, as well as recovery and mitigation assistance during federally declared disasters or emergencies.</li><li>• Law enforcement agencies investigate potential crimes (terrorism, attacks etc.) if the situation warrants. Notifies federal law enforcement of potential threats and works within established law enforcements needs if there is a criminal component.</li><li>• Provides technical, coordination, and administrative support and personnel, facilities, and communications for ESF #10.</li><li>• Establish operational objectives focused on responder, public safety and incident stabilization.</li></ul>
Billings Fire Department	<ul style="list-style-type: none"><li>• BFD provides the local expertise for all HAZMAT events.</li></ul>

# Montana Disaster & Emergency Services District 5

For Official Use Only

- Yellowstone County Overview**
- 7 - Cenex Pipeline LLC
  - 11 - Exxonmobile Pipeline Co.
  - 12 - Front Range Pipeline LLC
  - 24 - Phillips 66 Pipeline LLC
  - 25 - Plains Pipeline LLC
  - 17 - Montana - Dakota Utilities Co.
  - 20 - Northwestern Corporation
  - 30 - WBI Energy Transmission, Inc



- Legend**
- DES - District 5
  - NPMS Break Out Tanks
  - NPMS Gas Pipelines
  - Major Water Bodies
  - NPMS Liquid Pipelines
  - Major Streams
  - County Boundaries



**MLGPA**  
Montana Liquid & Gas Pipeline Association

Date: 5/15/2017  
Created by: Sherry Stanhope

# Emergency Support Function (ESF) #11

## ESF Coordinator

Yellowstone County Extension Office

## Primary Agencies

RiverStone Health

Yellowstone County Sheriff's Office

Yellowstone Historic Preservation Board

Yellowstone County Department of  
Emergency Services

## Support Agencies

Montana State Historical Preservation  
Office

Montana Department of Agriculture

Montana Department of Livestock

Montana Department of Natural Resources  
and Conservation

Billings Police Department

Montana Department of Environmental  
Quality

Montana Fish, Wildlife and Parks

Montana Department of Fish Wildlife and  
Montana Disaster and Emergency  
Services

Montana Department of Public Health and  
Human Services

Montana Volunteer Organizations Active in  
Disasters

Humane Society of the United States

Billings Clinic

St. Vincent Healthcare

Crow Tribe

Bureau of Land Management

Local Veterinarians

## Introduction

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### Purpose

Agriculture and Natural Resources supports local efforts to provide nutrition assistance; control and eradicate, as appropriate, any outbreak of a highly contagious or economically devastating animal/zoonotic (i.e., transmitted between animals and people) disease, or any outbreak of an economically devastating plant pest or disease; ensure the safety and security of the commercial food supply; protect natural and cultural resources and historic properties (NCH) resources; and provide for the safety and well-being of household pets during an emergency response or evacuation situation.

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## Scope

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ESF #11 includes five primary functions:

**Providing nutrition assistance:** Includes working with local groups and agencies to determine nutrition assistance needs, obtain appropriate food supplies, and arrange for delivery of the supplies. These efforts are coordinated by Yellowstone County Emergency and General Services Department.

**Responding to animal and plant diseases and pests:** Includes implementing an integrated local response to an outbreak of a highly contagious or economically devastating animal/zoonotic disease, or an outbreak of a harmful or economically significant plant pest or disease and Coordinate veterinary and wildlife services in affected areas. ESF #11 ensures, in coordination with ESF #8 – Public Health and Medical Services, that animal/veterinary health and sheltering issues in natural disasters are supported. These efforts are coordinated by MSU—Yellowstone County Extension Office.

**Ensuring the safety and security of the commercial food supply:** Includes the execution of routine food safety inspections and other services to ensure the safety of food products that enter commerce. USDA would continue to manage the inspection and verification of food safety aspects of slaughter and processing plants, The Yellowstone County Sanitarian, as part of RiverStone Health is responsible for routine food safety inspections. Security of a large food supply during ESF #11 emergencies would be completed by the Yellowstone County Sheriff's Office. These efforts are coordinated by RiverStone Health

**Protecting NCH resources:** Includes appropriate response actions to preserve, conserve, rehabilitate, recover, and restore NCH resources. This includes providing post event baseline assessments of damages and providing technical assistance and resources for assessing impacts of response and recovery activities to NCH resources. These efforts are coordinated by the Yellowstone Historic Preservation Board.

**Providing for the safety and well-being of household pets:** Yellowstone County Disaster and Emergency Services, together with ESF #6 – Mass Care, Emergency Assistance, Housing, and Human Services; ESF #8; ESF #9 – Search and Rescue; and ESF #14 – Long-Term Community Recovery to ensure an integrated response that provides for the safety and well-being of household pets. The ESF #11 effort is coordinated by Yellowstone County Department of Emergency Services.

## Policies

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**Table 11-1. Policies**

General	<ul style="list-style-type: none"><li>• ESF #11 is activated by Yellowstone County Department of Emergency &amp; General Services upon notification of a potential or actual incident that requires a coordinated response and support to help ensure one or more of the following: The availability and delivery of food products; food safety; appropriate response to an animal or plant disease or pest; the protection of natural and cultural resources and historic properties; and/or the safety and well-being of household pets.</li><li>• Actions initiated under ESF #11 are coordinated and conducted cooperatively with federal, state, tribal and local landowners, agencies and incident management officials and</li></ul>
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	<p>with private entities as required.</p> <ul style="list-style-type: none"> <li>• Each supporting agency is responsible for managing its respective assets and resources after receiving direction from the primary ESF #11 agency for the incident.</li> </ul>
Nutrition Assistance Policies	<ul style="list-style-type: none"> <li>• Food Supplies secured and delivered under ESF #11 are suitable either for household distribution or for congregate meal service as appropriate for the incident.</li> <li>• Transportation and distribution of food supplies within the affected area are arranged by local and volunteer organizations.</li> <li>• ESF #11 officials coordinate with and support agencies responsible for ESF #6 that are involved in mass feeding.</li> <li>• ESF #11 officials encourage the use of congregate feeding arrangements as the primary outlet for disaster food supplies.</li> </ul> <p>Priority is given to moving critical supplies of food into areas of acute need and then to areas of moderate need.</p>
Animal and Plant Diseases and Pest Policies	<ul style="list-style-type: none"> <li>• Animal and plant disease and pest responses are conducted in collaboration and cooperation with local, tribal, state, federal authorities and private industries to ensure continued human nutrition and animal, plant, and environmental security.</li> <li>• When addressing animal diseases, all animal depopulation activities are conducted as humanely as possible while stopping pathogen spread and limiting the number of animals that must be euthanized.</li> <li>• Disposal methods for infected or potentially infected carcasses and plant host material are chosen for their effectiveness in stopping pathogen spread and for their minimal impact on the environment.</li> <li>• Actions taken during an animal or plant emergency are guided by and coordinated with local, state, tribal, federal and local emergency preparedness and response official internal policies and procedures.</li> <li>• Livestock sheltering will be conducted during an emergency or disaster first at local facilities with short term availability as available.</li> </ul>
Safety and Security of the Commercial Food Supply Policies	<ul style="list-style-type: none"> <li>• The Food Safety and Inspection Service is activated upon notification of the occurrence of a potential or actual incident that requires a coordinated response.</li> <li>• Actions undertaken are guided by and coordinated with local, state, and federal agencies involved in the various parts of food safety and inspection.</li> </ul>
Protecting NCH Resources Policies	<ul style="list-style-type: none"> <li>• Yellowstone County, with assistance from the County Preservation Office, the Tribal Historic Preservation Office (THPO) and the State Historic Preservation Office (SHPO) will develop guidelines to protect, preserve, conserve, rehabilitate, recover, and restore Natural and Cultural Historic Sites.</li> <li>• Yellowstone County, through assistance from the County Historic Preservation Board, the Tribal Historic Preservation Office and the State Historic Preservation Office (agencies) will develop and maintain a list of Historic Properties and Cultural</li> </ul>

	<p>Resources located within Yellowstone County. This list should include both listed and non-listed properties and cultural resources to the National Register of Historic Places.</p> <ul style="list-style-type: none"> <li>• Yellowstone County, through the development of the Hazard Mitigation Plan will determine which assets to prioritize and develop ways to avoid or minimize undesired effects.</li> <li>• Yellowstone County should provide support to the County Preservation Office, the Tribal Historic Preservation Office and the State Historic Preservation Office for the protection, preservation, conservation, rehabilitation, recovery, and restoration of Natural and Cultural Historic Sites during and after an incident where ESF #11 is initiated.</li> <li>• The agencies and organizations providing support for each incident should coordinate with appropriate ESFs and other annexes, including the coordinating agency for the Worker Safety and Health Support Annex, to ensure appropriate use of volunteers and their health and safety and to ensure appropriate measures are in place to protect the health and safety of all workers and volunteers.</li> <li>• Each support agency or organization is responsible for managing its respective assets and resources after receiving direction from the primary agency or agencies.</li> </ul>
<p>Safety and Well-being of Household Pets Policy</p>	<ul style="list-style-type: none"> <li>• Animal evacuation and sheltering should be conducted in conjunction with human evacuation and sheltering. Animals should be sheltered near their owners to the extent possible. Owners should be expected to provide food, water husbandry, and exercise for their pets during the time they are in emergency shelters.</li> <li>• Businesses where animals are integral to operations (e.g. pet shops and veterinary hospitals) should be encouraged to have contingency plans in place for those animals in the event of a disaster or emergency.</li> <li>• Reference ESF #6 in regard to service animals.</li> </ul>

## Concept of Operations

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### General

MSU—Yellowstone County Extension Office., as the coordinator for ESF #11, organizes the ESF staff and support agencies based upon the five core functional areas described in the succeeding paragraphs. It organizes and coordinates the capabilities and resources of the Local Government to facilitate the delivery of services, technical assistance, expertise, and other support for incidents requiring a coordinated response.

ESF #11 provides for an integrated local response to an outbreak of a highly contagious or economically devastating animal/ zoonotic (i.e., transmitted between animals and people) disease, an outbreak of a highly ineffective exotic plant disease, or an economically devastating plant or animal pest infestation in the United States.

ESF #11 supports the safety and well-being of household pets coordinating an integrated local response to assure during natural disasters and other emergency events resulting in mass displacement of civilian populations. Additionally ESF #11 provides support to ESF #6 Mass Care, Emergency Assistance, Housing and Human Services in regards to support of service animals.

ESF #11 ensures the execution of routine food safety inspections and other services to ensure the safety of food products that enter commerce. USDA would continue to manage the inspection and verification of food safety aspects of slaughter and processing plants, The Yellowstone County Sanitarian, as part of RiverStone Health is responsible for routine food safety inspections. Security of a large food supply during ESF #11 emergencies would be completed by the Yellowstone County Sheriff's Office. These efforts are coordinated by RiverStone Health

ESF #11 through the primary agency for NCH resources organizes and coordinates the capabilities and resources of the local and tribal agencies to facilitate the delivery of services, technical assistance, expertise and other support for the protection preservation, conservation, rehabilitation, recovery, and restoration of NCH resources through all phases of an incident requiring a coordinated response.

ESF #11 supports ESF #6 Mass Care, Emergency Assistance, Housing and Human Services, ESF #8 Public Health and Medical Services, ESF #9 Search and Rescue, and ESF #14 Long Term recovery and Mitigation to ensure an integrated response that provides for the safety and well-being of household pets and service animals during natural disasters and other emergency events resulting in mass displacement of civilian populations.

Support agencies will provide assistance under the Incident Command System in place to the ESF Coordinator and Primary Agencies in line with their agency mission and functions. Types of support may include being subject matter experts, providing technical assistance, providing resources and expertise as required to support incident objectives.

**Table 11-2. Functional Categories and Responsibilities**

	ESF Primary Agency	ESF Responsibilities
Nutrition Assistance	YC DES	<ul style="list-style-type: none"> <li>• Determine nutritional assistance needs.</li> <li>• Obtain appropriate food supplies.</li> <li>• Arrange for transportation for food supplies.</li> </ul>
Animal and Plant Disease and Pest Response	YC Extension	<ul style="list-style-type: none"> <li>• Implement and integrated local level response to an outbreak of an economically devastating or highly contagious animal/ zoonotic disease, exotic plant disease, or plant pest infestation.</li> <li>• Coordinate veterinary and wildlife services in affected areas.</li> <li>• Coordinate with ESF #8 on animal/ veterinary issues in disease and natural disaster issues.</li> <li>• Locate shelter for displaced livestock as available.</li> </ul>
Assurance of	RiverStone	<ul style="list-style-type: none"> <li>• Perform inspection and verification of meat, poultry,</li> </ul>

the Safety and Security of the Commercial Food Supply	Health	<p>and egg products in affected areas.</p> <ul style="list-style-type: none"> <li>• Conduct food-borne disease surveillance.</li> <li>• Coordinate recall and tracing of adulterated products.</li> <li>• Coordinate disposal of contaminated food products.</li> </ul> <p>Coordinate inspectors and laboratory services to affected areas.</p>
NCH Resources Protection	YC Historical Preservation Board	<ul style="list-style-type: none"> <li>• Organizes and coordinates the capabilities and resources of the local government to facilitate the delivery of services, technical assistance, expertise and other support for the protection, preservation, conservation, rehabilitation, recovery and restoration of NCH resources in prevention of, preparedness for, response to, and recovery from an incident requiring a coordinated local response.</li> </ul>
Household Pets Response	YC DES	<ul style="list-style-type: none"> <li>• Coordinating an integrated local response to assure the safety and well-being of household pets.</li> <li>• Supports ESF #6 in regard to service animals</li> </ul>

### Organization—Response Structure

ESF #11 operates under direction of MSU—Yellowstone County Extension Office. MSU—Yellowstone County Extension Office will identify and provide a coordinator based on the assistance needed for an ESF #11 incident. When an incident requires assistance from more than one of the ESF #11 functions, MSU—Yellowstone County Extension Office provides the regional point of contact and represents ESF #11 in its dealings with the Emergency Operations Center.

When ESF #11 assistance involves only one functional area of ESF #11 the agency in charge of that functional area may provide an individual to fill the coordinator function as the point of contact to represent ESF #11 in its dealings with any work at the Emergency Operations Center or Multiagency Coordinating Groups (MAC Group). ESF #11 will have staff on duty at the Emergency Operations Center as needed, for the duration of the emergency response period.

### Actions and Responsibilities

**Table 11-3. Actions and Responsibilities**

Functional Category	Actions and Responsibilities
General	<ul style="list-style-type: none"> <li>• The ESF #11 Coordinator provides information to the EOC or MAC Group through the chain of command for the duration of the incident.</li> <li>• The primary agency for the incident assembles an interagency staff to support operations at the EOC.</li> </ul>
Nutrition Assistance	<ul style="list-style-type: none"> <li>• Determines the critical needs of the affected population in terms of numbers of people, their location, and usable food preparation facilities for congregate feeding.</li> <li>• Identifies and locates geographically available food resources,</li> </ul>

	<p>transportation, equipment, storage, and distribution facilities.</p> <ul style="list-style-type: none"> <li>• Coordinates shipment of food to staging areas within the affected area.</li> <li>• Initiates direct market procurement of critical food supplies that are unavailable from existing inventories.</li> <li>• Establishes logistical links with long-term congregate meal services.</li> <li>• Coordinates with tribal, and local officials to determine the nutrition needs of the population in the affected areas.</li> <li>• Works with tribal, local and voluntary agencies to develop a plan of operation that ensures timely distribution of food in good condition to the proper location, once need has been determined.</li> </ul>
<p>Animal and Plant Disease and Pest Response</p>	<ul style="list-style-type: none"> <li>• Coordinates with APHIS to address the potential for outbreaks in multiple States</li> <li>• Notifies USDA's Office of Inspector General (OIG) if a possible intentional pathogen or pest release is reported, animal or plant health authorities immediately.</li> <li>• Within agency capabilities, provides appropriate services to include inspection, quarantine enforcement, fumigation, disinfection, sanitation, pest extermination, and destruction of animals or articles found to be so infected or contaminated as to be sources of dangerous infection to human beings and takes such other measures as necessary.</li> <li>• Coordinates assignment of veterinary personnel to assist in delivering animal health care to injured or abandoned animals and performing veterinary preventive medicine activities, including the conducting of field investigations and the provision of technical assistance and consultation as required.</li> <li>• Coordinates tasks with other ESFs, Veterinary Medical Assistance Teams (VMATs), existing veterinary emergency response teams, and voluntary animal care organizations to respond.</li> <li>• Supports a multi-ESF response together with ESF #6, ESF #8, ESF #9, and ESF #14 to provide for the safety and well-being of household pets.</li> <li>• Provides technical expertise regarding the safety and well-being of household pets.</li> <li>• Coordinates sheltering of livestock at available facilities during emergencies and disasters.</li> <li>• Coordinates with ESF #6 on mass evacuation and sheltering of household pets.</li> <li>• Coordinates with ESF #8 on medical care for household pets.</li> <li>• Coordinates with ESF #8 on zoonotic disease surveillance activities.</li> <li>• Coordinates with ESF #8 in the case of a natural disaster in which</li> <li>• Coordinates transportation for household pets.</li> <li>• Coordinates with ESF #9 on search and rescue operations for household pets.</li> <li>• Coordinates with ESF #14 to ensure continued assistance is provided for household pets during long-term community recovery.</li> </ul>
<p>Assurance of</p>	<ul style="list-style-type: none"> <li>• Assesses the status of inspected meat, poultry, and egg product</li> </ul>

<p>the Safety and Security of the Commercial Food Supply</p>	<p>processing, distribution, import, and retail facilities in the affected area.</p> <ul style="list-style-type: none"> <li>• Evaluates the adequacy of available inspectors, program investigators, and laboratory services relative to the emergency on a geographical basis.</li> <li>• Inspects and verifies food safety aspects of distribution and retail sites.</li> <li>• Coordinates facilities for laboratory analysis activities to screen meat, poultry, and egg products for chemical, biological, and radiological agents.</li> <li>• Suspends operations of meat, poultry, and egg processing plants as appropriate.</li> <li>• Engages in surveillance of food safety/security-related illness, injury, and other consumer complaints.</li> <li>• Conducts product tracing to determine the source, destination, and disposition of adulterated and/or contaminated products.</li> <li>• Assesses whether meat, poultry, and egg product processors, distributors, and importers in the affected area are able to provide safe and secure food. The operations of facilities that cannot produce unadulterated products are suspended, and other facilities continue to undergo regular or enhanced inspection and verification, including laboratory monitoring of food samples.</li> <li>• Works with tribal, and local authorities as well as industry to conduct tracing, recall, and control of adulterated products. This includes proper disposal of contaminated products in order to protect public health and the environment in the affected area.</li> </ul>
<p>NCH Resources Protection</p>	<ul style="list-style-type: none"> <li>• Determines the critical needs and resources available to preserve, conserve, rehabilitate, recover, and restore NCH resources, in consultation with tribal, local, and private entities.</li> <li>• Coordinates provision of necessary assistance within the affected area.</li> <li>• Provides technical advice, information, and assistance to help prevent or minimize injury to NCH resources.</li> <li>• Provides technical advice, information, and assistance for long-term recovery, restoration, preservation, protection, conservation, stabilization, or rehabilitation of NCH resources.</li> <li>• Utilizes networks of information and expertise on cultural and historic resources.</li> <li>• Utilizes networks of resources represented by the National Archives and Records Administration's partnership with the Council of State Archivists on issues relating to government records and historical documents.</li> <li>• Establishes logistical and communications links with organizations involved in long-term NCH resources protection, preservation, conservation, rehabilitation, recovery, stabilization, and restoration.</li> <li>• Addresses long-term community recovery activities carried out under ESF #14 that involve NCH issues.</li> <li>• Organizes and provides technical advice, information, and other assistance to help prevent or minimize injury to and to restore or stabilize NCH resources.</li> </ul>

	<ul style="list-style-type: none"> <li>• Provides technical assistance in contracting, contract management, procurement, construction inspection, and NCH resources assessments and restoration (natural resources), preservation, protection, and stabilization.</li> <li>• Provides technical and financial assistance to landowners and communities as appropriate to help assess the restoration needs and requirements for important fish and wildlife habitats and populations.</li> </ul>
Household Pets Response	<ul style="list-style-type: none"> <li>• Conducts situation assessments to determine the critical needs of household pets.</li> <li>• Identifies and manages available resources to support the evacuation and shelter of household pets.</li> <li>• Expedites requests for emergency assistance.</li> <li>• Supplies technical assistance and subject-matter expertise to provide for the safety and well-being of household pets.</li> </ul>



# Emergency Support Function (ESF) #12

**ESF Coordinator**

Yellowstone County Department of  
Emergency Services

**Primary Agencies**

**Support Agencies**

National Weather Service  
Energy Producing Companies and Non-Profits in Yellowstone County  
Electric Providers in Yellowstone County  
Commercial Energy Transporting and Distributing  
Companies Operating in Yellowstone Co.

**Introduction**

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**Purpose**

Energy is intended to facilitate the restoration of damaged or interrupted energy systems to critical infrastructure and government facilities when activated by the Yellowstone County Department of Emergency Services (YC DES). ESF #12 also ensures appropriate emergency declarations are in place during incidents that effect energy supply to private citizens to assist in restoration of the energy supply.

**Scope**

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ESF #12—Energy is activated during incidents or potential incidents which interrupt energy supply to critical infrastructure, government facilities or private citizens for an extended period of time such that it impacts the safety of the public or capabilities of the infrastructure, facility or government body to complete its duties, mission or service in a way that negatively impacts a population of Yellowstone County.

The ESF #12 Coordinator is YC DES. ESF #12 Primary and Support Agencies provide timely and specialized capabilities, support and resources to YC DES as requested.

**Policies**

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**Table 12-1. Policies**

General	<ul style="list-style-type: none"> <li>• ESF #12 is activated by YC DES upon notification of a potential or actual incident or event that requires a coordinated response and support.</li> <li>• Actions initiated under ESF #12 are coordinated and conducted cooperatively with federal, state, tribal and local landowners, agencies and incident management officials and with private entities as required.</li> <li>• Actions may be taken to help coordinate the restoration of energy</li> </ul>
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	<p>systems at non-government critical facilities such as hospitals but the costs associated with the restoration of the energy system are the responsibility of the private facility.</p> <ul style="list-style-type: none"> <li>• Scope may include a response due to a shortage and/or disruption in the supply and delivery of energy and fuels that threaten large populations due to an intentional threat or natural incident.</li> <li>• Restoration of normal operations at energy producing facilities is the responsibility of the facility owner(s).</li> </ul>
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## Concept of Operations

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### General

YC DES organizes and coordinates the capabilities and resources of the local government to facilitate the restoration of damaged or interrupted energy systems to critical infrastructure, government facilities and private individuals.

ESF #12 is scalable to meet the specific needs of each incident, based upon the nature and magnitude of the event, the suddenness of onset, and the availability of local resources.

Support agencies provide assistance under the Incident Command System in place to the ESF Coordinator and Primary Agencies in line with their agency mission and functions.

**Table 12-2. Functional Categories and Responsibilities**

	ESF Primary Agency	ESF Responsibilities
General	YC DES	<ul style="list-style-type: none"> <li>• YC DES, as the ESF #12 Coordinator provides information to the emergency operations center (EOC) or Multiagency Coordinating Groups (MAC Group) through the chain of command for the duration of the incident.</li> <li>• YC DES coordinates with local, state and federal personnel to integrate the response to an ESF #12 incident.</li> <li>• YC DES recommends local emergency declarations and requests state declarations if necessary during energy incidents effecting private citizens and works to allow additional energy resources to restore services.</li> <li>• Coordinates primary and support agencies for planning and operational needs.</li> <li>• Coordinates resolution of conflicting operational demands for energy backup (generator) resources to critical infrastructure and government facilities</li> <li>• Collects intelligence on actual or projected damage to energy systems and provides situational reports and assessments as</li> </ul>

		<p>required.</p> <ul style="list-style-type: none"> <li>Assists coordinating critical infrastructure and government facilities in locating energy and fuel for transportation, communications and emergency operations during an incident.</li> </ul>
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**Organization—Response Structure**

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ESF #12 operates under direction of YC DES. YC DES identifies and provides a coordinator based on the assistance needed for an ESF #12 incident. YC DES provides the regional point of contact and represents ESF #12 in its dealings with any work at the EOC. When an incident requires assistance from more than one of the ESFs functions coordinated by YC DES, YC DES may appoint an ad hoc employee or volunteer to coordinate ESF #12.

ESF #12 will have staff on duty at the Joint Field Office (JFO) as needed, for the duration of the emergency response period.

**Actions and Responsibilities**

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**Table 12-3. Actions and Responsibilities**

Functional Category	Actions and Responsibilities
General	<ul style="list-style-type: none"> <li>YC DES activates ESF #12 and notifies required personnel or individuals of activation.</li> <li>YC DES, as the ESF #12 Coordinator provides information to the EOC or MAC Group through the chain of command for the duration of the incident.</li> <li>Establishes and maintains contact with local, state and federal agencies involved in the ESF #12 response</li> <li>YC DES recommends local emergency declarations and requests state declarations if necessary during energy incidents effecting private citizens and works to allow additional energy resources to restore services.</li> <li>YC DES coordinates primary and support agencies for planning and operational needs.</li> <li>YC DES coordinates resolution of conflicting operational demands for energy backup (generator) resources to critical infrastructure and government facilities</li> <li>Locates and coordinates delivery of energy and fuel for transportation, communications and emergency operations during an incident to critical infrastructure and government facilities during an incident.</li> <li>All personnel follow ICS and NIMS principles while executing their duties associated with ESF #12.</li> </ul>



# Emergency Support Function (ESF) #13

## ESF Coordinator

Yellowstone County Sheriff's Office

## Primary Agencies

Billings Police Department  
Laurel Police Department

## Support Agencies

Yellowstone County Department of  
Emergency Services  
Montana Department of Justice

## Introduction

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### Purpose

Public Safety and Security provides city and county law enforcement (LE) officers to provide assistance to incidents that require additional measures that ensure the safety of the public or security as the result of an actual or anticipated natural/manmade disaster or an act of terrorism.

### Scope

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ESF #13— Public Safety and Security is activated during actual or anticipated natural/manmade disaster or an act of terrorism that requires additional measures that ensure the safety of the public or security. The ESF #13 Coordinator is Yellowstone County Sheriff's Office (YCSO) as the elected Sheriff is the legal law enforcement authority under Montana Code Annotated (MCA).

If the emergency is contained completely within the City of Billings or City of Laurel, their respective Police Department may, at the discretion of the Police Chief and if agreed to by YCSO, substitute in as the ESF Coordinator following the policies, actions and responsibilities in this plan.

This ESF does not supersede or override the policies or mutual aid and assistance agreements of any local, state, tribal or federal jurisdiction, government or agency. All LE departments and agencies retain all specific responsibilities accorded to them by statute, regulation, policy or custom.

**Terrorism & Authority:** ESF #13 is a support function aimed at public safety and security. It is separate from the law enforcement mission addressed under the authorities of the Sheriff's Office or Municipal Police Departments in MCA and in supporting law enforcement and investigation SOPs or other related documents kept by the YCSO. ESF #13 does not interfere or conflict with the responsibilities to perform law enforcement under existing YCSO plans.

Individuals from ESF Coordinator or primary agencies conducting operations under ESF #13 will still be considered to be performing their regular duties and will be entitled to all appropriate privileges and immunities.

ESF #13 activations in response to an act of terrorism or other incident under federal authority will focus on support to the impacted area and the ability to provide public safety and security. ESF #13 will not impede or conflict with federal responsibilities to prevent and investigate any acts under federal authority.

Public Safety and Security operations generally include:

1. Missions that include support to disasters/emergencies to provide for public safety in facilities such as housing shelters, access points, traffic control, crowd control and/or supplemental officers at areas of large gatherings.
2. Missions that include support to disasters/emergencies to provide security at critical local infrastructure and security at locations such as Points of Dispensing (PODs), Incident Command Post (ICP), Spike Camps, Emergency Operations Center (EOC), or during the moving of supplies such as medication that require protection.

Traditionally the majority of ESF #13 missions require sworn LE, armed and trained in the execution of a wide range of activities. However, based on the requirements of the specific mission, ESF #13 may use non-traditional resources such as Sheriff Office Reserve Deputies, Police Department Volunteer Patrol Unit, private sector or non-governmental organizations (NGO) to meet the requirements of the mission.

These resources may be in the form of individuals and/or organizations with specific skills or capabilities that are trained, capable and willing to assist ESF #13 as volunteers or contracted support. The specific authorities, skills or capabilities of these individuals or groups must match the requirements of the mission. Safety and security responsibilities performed by private sector and NGOs are generally limited to requirements at specific locations, such as shopping centers, private buildings, critical infrastructure locations, special events and contracted to the local government at buildings. However, overall public safety and security responsibility remains with the local LE agencies.

**Policies**

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**Table 13-1. Policies**

<p>General</p>	<ul style="list-style-type: none"> <li>• ESF #13 is activated by YCSO or by Yellowstone County Department of Emergency Services (YC DES) upon notification of a potential or actual incident or event that requires additional measures that ensure the safety of the public or security as the result of an actual or anticipated natural/manmade disaster or an act of terrorism.</li> <li>• Incident Command System (ICS) and National Incident Management System (NIMS) principles shall be followed for all emergencies or disasters.</li> <li>• Actions initiated under ESF #13 are coordinated and conducted cooperatively with federal, state, tribal and local landowners, agencies</li> </ul>
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	<p>and incident management officials and with private entities as required.</p> <ul style="list-style-type: none"> <li>• Priority is given to missions related to life safety, followed by missions that address security and then missions that address critical infrastructure/property.</li> <li>• Additional resources should first be secured through mutual aid and assistance agreements, then to the State of Montana SECC who can access the deeper into state agencies, the Emergency Management Assistance Compact (EMAC) and/or federal resources through the Emergency Federal Law Enforcement Assistance Act.</li> <li>• The ESF #13 Coordinator determines need for and appropriate missions for non-traditional resources.</li> <li>• Law enforcement officers or non-traditional resources from outside agencies will utilize their parent agency policies while detailed into an incident.</li> </ul>
Public Safety	<ul style="list-style-type: none"> <li>• Provides security and conducts vulnerability assessments at housing shelters, access points, traffic control, crowd control and/or supplemental officers at areas of large gatherings related to the incident.</li> </ul>
Security	<ul style="list-style-type: none"> <li>• Provides personnel to perform security and conducts vulnerability assessments at locally owned critical infrastructure sites as needed including but not limited to: communications sites, water facilities, emergency services sites, food and agriculture sites, transportation systems (roads/bridges) and government buildings/facilities.</li> <li>• Provides security and conducts vulnerability assessments as requested by Incident Commander/ Unified Command or by the EOC manager at locations such as PODs, Incident Command Post (ICP), Spike Camps, EOC, or during the moving of supplies such as medication that require protection</li> <li>• Provides site security for visiting emergency responders at housing and work sites.</li> </ul>

## Concept of Operations

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### General

YCSO organizes the ESF staff and support agencies based upon the core functional areas described in preceding paragraphs. ESF #13 organizes and coordinates the capabilities and resources of the local government to ensure the safety of the public or security during a large scale disaster/emergency.

ESF #13 is scalable to meet the specific needs of each incident, based upon the nature and magnitude of the event, the suddenness of onset, and the availability of local resources.

Support agencies will provide assistance under the ICS in place to the ESF Coordinator and primary agencies in line with their agency mission and functions.

**Table 13-2. Functional Categories, Actions and Responsibilities**

	ESF Primary Agency	ESF Responsibilities
General	YCSO	<ul style="list-style-type: none"> <li>• YCSO, as the ESF #13 Coordinator provides information to the Unified Command Group through the chain of command for the duration of the incident.</li> <li>• Determines the need for additional LE or non-traditional resources to assist or augment local public safety and security capacity.</li> <li>• Coordinates primary and support agencies for planning and operational needs.</li> <li>• Manages and coordinates ESF #13 resources coming in from outside agencies.</li> <li>• Determines need for and appropriate missions for non-traditional resources.</li> <li>• Coordinates resolution of conflicting operational demands for resources.</li> <li>• Coordinates logistical support for ESF #13 resources to maintain operational readiness.</li> <li>• Provides incident and situational reports and assessments as required.</li> </ul>
Public Safety	YCSO	<ul style="list-style-type: none"> <li>• Communicates with the ESF Coordinator to ensure knowledge and needs of Public Safety Operations during the planning cycle and operational periods.</li> <li>• Conduct vulnerability assessments at sites identified by the IC/UC or EOC Manager and determine resources needed to provide for public safety at each site</li> <li>• Assign appropriate resources to sites including housing shelters, access points, traffic control, crowd control and/or other points of large gatherings related to the incident.</li> <li>• Establish information sharing with local and other law enforcement agencies participating incident.</li> </ul>
Security	YCSO	<ul style="list-style-type: none"> <li>• Communicates with the ESF Coordinator to ensure knowledge and needs of Security Operations during the planning cycle and operational periods.</li> <li>• Coordinate with the facilities staff in ESF #7 to conduct vulnerability assessments at proposed sites (new locations) prior to setting up operations.</li> <li>• Provide vulnerability assessments at existing sites.</li> <li>• Provide security at existing sites and new locations during required times up to 24/7 operations.</li> <li>• Participate in planning to ensure security of resources during the arrival, transportation, storage and dispensing of special items such as medication or supplies.</li> </ul>

		<ul style="list-style-type: none"> <li>• Provide security for special items such as medication or supplies during its arrival, transportation, storage and dispensing.</li> <li>• Provide vulnerability assessments and on-site security to locally-owned critical infrastructure as needed including but not limited to: communications sites, water facilities, emergency services sites, food and agriculture sites, transportation systems (roads/bridges), and government buildings/facilities.</li> <li>• Provide security and conducts vulnerability assessments as requested by Incident Commander/ Unified Command or by the EOC manager at locations such as PODs, ICP, Spike Camps, EOP, or during the moving of supplies such as medication that require protection.</li> <li>• Provide site security for visiting emergency responders at housing and work sites.</li> </ul>
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**Organization—Response Structure**

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ESF #13 operates under direction of YCSO. YCSO will identify and provide a coordinator based on the assistance needed for an ESF #13 incident. YCSO provides the point of contact and represents ESF #13 in its dealings with any work at the EOC or Multiagency Coordinating Groups (MAC Group).

When ESF #13 assistance involves only one jurisdiction (City/ County) the agency with jurisdiction in that area may provide an individual to fill the ESF coordinator function as the point of contact to represent ESF #13 in its dealings with the EOC or MAC Group. This requires agreement between the police department and YCSO as described in this ESF under “Scope”.

ESF #13 will have staff on duty at the Joint Field Office (JFO) as needed, for the duration of the emergency response period.



## Emergency Support Function (ESF) #14

### ESF Coordinator

Yellowstone County Department of  
Emergency Services

### Support Agencies

Non-Governmental Organizations  
Additional Agencies as Determined by  
Individual Incident Needs

### Primary Agencies

City of Billings Governemnt  
City of Laurel Governemnt  
Town of Broadview Governemnt  
Yellowstone County Government

## Introduction

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### Purpose

Long Term Recovery provides a mechanism for coordinating local, state and federal support and assistance to the local governments and jurisdictions within and including Yellowstone County to enable community recovery from the long-term consequences of disasters and emergencies. ESF #14 accomplishes this by identifying and facilitating the availability of sources of recovery funding and providing technical assistance for community recovery and recovery planning.

### Scope

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ESF #14—Long Term Recovery is activated during or following disasters or emergencies with a declaration from the city, town or county government to address significant, long term impacts to foster sustainable, whole community recovery focused on infrastructure and services critical to the community.

Individuals, government departments, agencies, private stakeholders, companies and outside non-governmental organizations (NGO) assistance involved in ESF # 14 will vary greatly depending on the impacts, magnitude and type of incident.

## **Policies**

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### **ESF #14 Policies**

Yellowstone County Department of Emergency Service (YC DES) serves as the ESF Coordinator for ESF #14 throughout the disaster or emergency. YC DES activates ESF #14 based on potential for long-term fiscal, infrastructure and/or services impacts detrimental to community welfare.

Political jurisdictions or political subdivisions affected by the disaster serve as the primary agencies for ESF #14. This includes all departments, agencies and associated government organizations within political jurisdictions or subdivisions.

YC DES may act in a support/coordinating manner through the long-term recovery of the whole community. YC DES may perform this function with the County, cities or town government entities to assist with the coordination between levels of government during and following an emergency or disaster. This is meant to facilitate a smooth interaction between local, county, state and federal government agencies, departments and other associated parts and does not constitute any financial support from Yellowstone County other than the time and expertise of the personnel from the YC DES.

Post-incident data collection for damage assessments or other needs should be coordinated through the Emergency Operations Center ESF #14 or YC DES to minimize duplication of services and ensure congruency of information accuracy between organizations completing data collection.

Support is tailored based on the type, extent, and duration of the incident and long-term recovery period, and on the availability of resources. ESF #14 is not a funding entity but facilitates the identification, coordination, and use of resources to support long-term recovery.

ESF #14 is concentrated on addressing significant, long term impacts to foster sustainable, whole community recovery focused on infrastructure and services critical to the community.

### **Concept of Operations**

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#### **General**

ESF #14 provides the coordination mechanisms for local governments and NGO assessment of long-term recovery needs in the impacted areas.

YC DES organizes the ESF staff and support agencies based upon the core functional areas described in succeeding paragraphs. ESF #14 organizes and provides coordination and technical support for long-term recovery of the local jurisdiction(s).

Identified long-term recovery projects focused on infrastructure and services critical to the community will be managed by the local (county, city, town, NGOs) jurisdiction with assistance from YC DES as needed and agreed to by Yellowstone County.

Support agencies will provide assistance under the Incident Command System (ICS) in place to the ESF Coordinator and primary agencies in line with their mission, functions and capacity.

**Table 14-1. Functional Categories and Responsibilities**

	ESF Primary Agency	ESF Responsibilities
Coordination	YC DES	<ul style="list-style-type: none"> <li>• Coordinate needs with state and federal government agencies to enhance long-term recovery efforts on behalf of the local jurisdiction and/or NGOs.</li> <li>• Convene multi-disciplinary recovery expertise to provide strategic guidance and planning for long-term recovery efforts.</li> <li>• Identify and address long-term recovery issues, including those that fall between existing mandates of departments or levels of local government.</li> <li>• Avoid duplication of assistance by providing a single point of contact to state and federal government agencies during a disaster or emergency within Yellowstone County or the cities/towns within County boundaries.</li> <li>• Coordinate application processes and planning requirements to streamline the assistance processes and identify and coordinate resolution of policy and program issues.</li> <li>• Identify programs and activities across the public, private and non-profit sectors that support long-term recovery and promote coordination between programs.</li> <li>• Identify appropriate programs and agencies to support implementation of comprehensive long-term community planning and identify gaps in available resources.</li> <li>• Identify appropriate programs and agencies to support and facilitate continuity of long-term recovery activities.</li> </ul>
Technical Support	YC DES	<ul style="list-style-type: none"> <li>• Work with all levels of government(s), NGOs and private sector organizations to support long-term recovery planning for impacted communities.</li> <li>• Strategically apply subject matter expertise to help communities recover from disasters.</li> </ul>

**Organization—Response Structure**

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ESF #14 operates under the direction of YC DES. YC DES will identify and provide a coordinator based on the assistance needed for an incident requiring the activation of ESF #14. An appropriate coordinator will be assigned based on the impacts, magnitude and type of incident and subject matter expertise appropriate to the situation.

When an incident or incidents require assistance from more than one of the ESF functions, or activation of multiple ESFs from this emergency operations plan (EOP), YC DES may delegate leading individual functions to ad-hoc emergency employees. Ad-hoc emergency employees provide a regional point of contact that represents ESF #14 in its dealings with any emergency operations center (EOC) operations or political jurisdiction. YC DES may supervise ad-hoc emergency employees.

## **Actions and Responsibilities**

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**Table 14-2. Actions and Responsibilities**

Functional Category	Actions and Responsibilities
General	<ul style="list-style-type: none"> <li>• If advanced warning is available ESF #14 may provide early identification of projects that can be quickly implemented, especially to reduce impacts to critical facilities.</li> <li>• Collaborates with other activated ESFs in a way that facilitates long-term recovery including assessment of impacts and needs.</li> </ul>
Coordination	<ul style="list-style-type: none"> <li>• Convenes multi-disciplinary teams to develop incident-specific action plans that support community recovery and mitigation activities and avoid the duplication of requests for government assistance.</li> <li>• Facilitates sharing of information among government and non-government entities as needed for long-term recovery.</li> <li>• Coordinates identification of appropriate programs to support implementation of long-term community recovery.</li> <li>• Coordinates with ESFs, governmental departments and agencies and non-governmental bodies as needed to identify long-term recovery needs specific to the needs of the affected populations and incorporate these into recovery and restoration strategies.</li> <li>• Facilitates recovery decision making across ESFs and political jurisdictions.</li> </ul>
Technical Support	<ul style="list-style-type: none"> <li>• May provide technical assistance to local governments (county, city, towns) in their own long-term recovery processes or interactions with State and Federal agencies as a result of a disaster or emergency as requested and available.</li> </ul>

# Emergency Support Function (ESF) #15

## ESF Coordinator

Yellowstone County Department of  
Emergency Services

## Primary Agencies

City of Billings Government  
City of Laurel Government  
Town of Broadview Government  
Yellowstone County Government

## Support Agencies

All local and county agencies/departments  
that are impacted or have Public Affairs  
capabilities  
Montana Disaster and Emergency Services  
(DES)  
Montana Department of Natural Resources  
and Conservation (DNRC)

## Introduction

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### Purpose

External Affairs provides a clear, concise and accurate manner on actions taken by local and state governments and actions to be taken by the public. Every effort will be made to ensure timely distribution of accurate information to the public and to counter rumor and inaccurate information with facts as they are known. Message priority will be based around incident and Emergency Operation Center objectives. Likewise, all appropriate local, state and federal entities requiring accurate information will be provided it through ESF #15 regarding the status of response and recovery activities associated with the scope and needs of their office, department, or agency mission.

### Scope

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The Yellowstone County Department of Emergency Services (YC DES), working in cooperation with all government jurisdictions involved in the disaster is responsible for ESF #15—External Affairs while response and recovery operations are ongoing. During prevention, preparedness and mitigation individual government agencies are responsible for their own external affairs and information dissemination. ESF #15 may be activated by YC DES at the request of a local (city or town) jurisdiction to help manage external affairs on a local incident even if all other areas under the incident command structure are small enough to be handled by the local jurisdiction.

ESF #15 provides Yellowstone County and the local (city and town) jurisdictions within County boundaries with a single point to collect and disseminate information working with all jurisdictions involved from within Yellowstone County. All departments of County and local

jurisdictions involved will provide information to and assist with this function during a disaster or emergency.

Before, during and after a disaster or emergency, the public will be apprised of information through reports to the news media, internet, social media outlets or other means such as reverse-911, the Integrated Public Alert & Warning System (IPAWS) and/or other means as they are available, appropriate and functional to disseminate information in a timely manner.

YC DES serves as the ESF Coordinator and will ensure that ESF #15's critical function, to provide the public with essential information and documentation by written, verbal, photographic or other means is accomplished. Each individual jurisdiction involved in the response or recovery efforts is responsible to ensure their jurisdiction is represented and is participating as necessary in all activities as they relate to ESF #15 during response and recovery efforts.

Jurisdictions that do not have a representative participating in ESF #15 efforts will not duplicate efforts individually as this has the potential to create confusion regarding information, unity of effort or the coordinated manner in which a disaster or emergency is coordinated when reaching a level of this complexity.

## **Policies**

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### **ESF #15 Policies**

YC DES serves as the ESF Coordinator for ESF #15 throughout the response and recovery efforts of a disaster or emergency or as requested. ESF may coordinate and release incident information on behalf of the incident management team if requested.

Political jurisdictions or political subdivisions affected by the disaster serve as the primary agencies for ESF #15. This includes all departments, agencies and associated government organizations within political jurisdictions or subdivisions.

During prevention, preparedness and mitigation individual government agencies are generally responsible for their own external affairs and information dissemination. If needed and requested, a coordinated activation of ESF #15 may occur during these stages.

All departments of County and local jurisdictions involved will provide information to and assist with this function during a disaster or emergency.

Each individual jurisdiction involved in the response or recovery efforts is responsible to ensure their jurisdiction is represented and is participating as necessary in all activities as they relate to ESF #15 during response and recovery efforts.

Under this plan, individuals are recommended to have the following training to act as the "Lead Public Information Officer (PIO)":

#### **Core Training Recommended**

ICS-100: Introduction to Incident Command System (ICS)

ICS-200: ICS for Single Resources and Initial Action Incidents

G0289 or IS-029: Public Information Officer Awareness Training\*

G0290 or E/L 952 or S-203: Basic Public Information Officer\*

G0291: Joint Information System/ Joint Information Center Planning for Tribal, State and Local PIOs\*  
 E388: Advanced Public Information Officer\*  
 \*or applicable and comparable training and/or real-world experience

**Supplemental Training Recommended**

- IS-42: Social Media in Emergency Management
- IS-250.a: Emergency Support Function #15: External Affairs
- IS-247.a or IS-248 or IS-251: IPAWS and Public Warning Systems
- ICS-300: Intermediate ICS for Expanding Incidents
- ICS-400: Advanced Incident Command System
- IS-700: National Incident Management System (NIMS): An Introduction
- IS-702.a: NIMS Public Information Systems
- IS-800: National Response Framework (NRF): An Introduction

Jurisdictions that do not have a representative participating in ESF #15 efforts will not duplicate efforts individually.

Support is tailored based on the type, extent, and duration of the incident, long-term recovery period, and on the availability of resources.

**Concept of Operations**

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**General**

ESF #15 provides the coordination mechanisms to provide the public with essential information and documentation by written, verbal, photographic, digital or other means which is accomplished through a single source known as the Joint Information Center (JIC).

YC DES organizes ESF #15 under the emergency operations center (EOC) Manager and will have a single point of contact with the Lead PIO. This Lead PIO organizes staff, meetings, coordination, information exchange with incidents and other ESFs as needed with the representatives from all other agencies participating in the JIC.

ESF #15 is scalable to meet the specific needs of each incident, based on the type, extent, and duration of the incident.

Support agencies will provide assistance under the ICS in place to the ESF Coordinator and primary agencies in line with their agency mission and functions.

**Table 14-1. Functional Categories, Actions and Responsibilities**

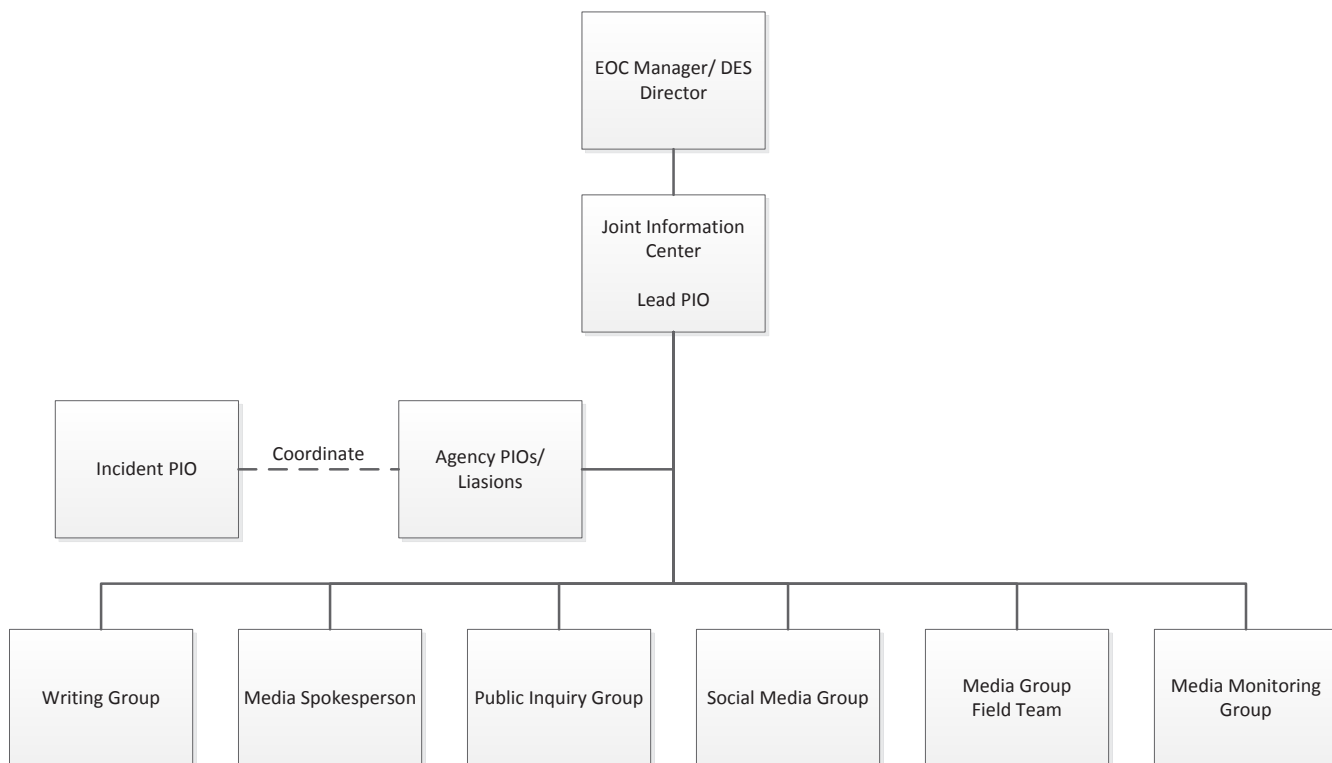
	ESF Actions and Responsibilities
Lead PIO	<ul style="list-style-type: none"> <li>• Provide command and control to groups operating within the JIC as described below</li> <li>• Access existing or develop an appropriate Joint Information</li> </ul>

	<p>System (JIS) with involved agencies</p> <ul style="list-style-type: none"> <li>Identify and solicit appropriate spokesperson(s) based on the type of incident</li> </ul>
Agency PIO Liaison	<ul style="list-style-type: none"> <li>Coordinate with Incident PIO and PIO liaisons from impacted agencies/ departments/ non-government agencies to ensure a common, consistent message throughout all public information releases</li> </ul>
Writing Group	<ul style="list-style-type: none"> <li>Develop accurate and timely public information releases</li> <li>Coordinate with spokesperson(s), public inquiry group, social media group, media monitoring group, incident and agency PIOs to address questions that have come into each of those areas</li> <li>Attend operational briefing, planning meeting or acquire information from other sources as available</li> </ul>
Media Spokesperson	<ul style="list-style-type: none"> <li>Engage with traditional media outlets including television, radio, digital and print media as the spokesperson for the JIC.</li> <li>Advise additional individuals (technical experts, elected officials, etc.) speaking at public meetings or with media outlets regarding the verified and accurate information available at that time</li> <li>Utilize information and messages crafted by the Writing Group</li> <li>Organize, attend and speak at public meetings as needed</li> </ul>
Public Inquiry Group	<ul style="list-style-type: none"> <li>Field inquiries from public sources and answer questions with information that has been cleared for release through the JIC and proper channels</li> <li>Gather information regarding the incident and pass to appropriate groups</li> <li>Pass inaccurate information and rumors to the Lead PIO so accurate information may be disseminated at subsequent media interactions and press releases</li> </ul>
Social Media Group	<ul style="list-style-type: none"> <li>Monitor commonly used social media platforms for information relating to the incident</li> <li>Gather information regarding the incident from social media platforms as available and pass to appropriate groups</li> <li>Pass inaccurate information and rumors to the Lead PIO so accurate information may be disseminated at subsequent media interactions and press releases</li> <li>Engage in discussion and information dissemination on social media platforms on behalf of the EOC to answer questions and refute inaccurate information utilizing only information that has been cleared for release through the JIC and proper channels</li> </ul>
Media Group Field Team	<ul style="list-style-type: none"> <li>Provide needed material to the other groups in the JIC such as photographs, videos and other media materials</li> <li>Travel to the incident or other sites as is deemed safe, requested, coordinated and approved by incident command</li> </ul>

Media Monitoring Group	<ul style="list-style-type: none"> <li>• Monitor traditional media platforms including print, and broadcast outlets for information relating to the incident</li> <li>• Engage print and broadcast media outlets on behalf of the EOC to answer questions and refute inaccurate information utilizing only information that has been cleared for release through the JIC and proper channels</li> </ul>
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## Organization—Response Structure

ESF #15 operates under the direction of YC DES. YC DES will identify a coordinator known as the “Lead PIO” based on the assistance needed for an incident requiring the activation of ESF #15. The Lead PIO position will be taken from the agencies involved based on the incident type and individual experience acting in the PIO function.





# Annex A Debris Management

## Annex Coordinator

Yellowstone County Public Works

## Primary Agencies

City of Billings Public Works

City of Laurel Public Works

## Support Agencies

Yellowstone County Finance Department  
Yellowstone County Department of  
Emergency Services

## I. PURPOSE

The purpose of this annex is to facilitate and coordinate the removal, collection, and disposal of debris following a disaster to:

- Eliminate an immediate threat to lives, public health and safety.
- Eliminate immediate threats of significant damage to improved public or private property.
- Ensure the economic recovery of the affected community to the benefit of the community-at large.
- Mitigate the risk to life and property by removing substantially damaged structures and associated appurtenances as needed to convert property acquired through a FEMA hazard mitigation program to uses compatible with open space, recreation, or wetlands management practices.

## II. INCIDENTS & TRIGGERS FOR ACTIVATION

It may be appropriate to activate and utilize this plan following any disaster that generates large amounts of debris on the public right-of-way or on private lands when it is deemed to be in the public interest, such as incidents that generate debris which poses a health and safety threat to the public at large, is an immediate threat to life, health and safety of residents or, if the county agrees to manage disaster generated debris from private property that residents have moved into the public right-of-way with government permission.

### Incidents and Disasters

- a) Flood
- b) Tornado, winds or other storms
- c) Landslide/ erosion incident
- d) Disease/ pest infestation
- e) Oil/ Hazmat spill
- f) Wildfire
- g) Other incidents causing large amounts of debris

## III. ORGANIZATION & CONCEPT OF OPERATIONS

Debris removal occurs in two phases (1) initial debris removal necessary to eliminate life and safety threats and (2) debris removal activities necessary for long term recovery. Debris removal should focus on debris from public property including right-of-ways that was generated by the incident and is the legal responsibility of the involved jurisdictions.

Considerations while designing debris management operations may include the following:

- Costs must be tracked for a potential reimbursement package to Montana Department of Emergency Services (DES) or the Federal Emergency Management Agency (FEMA). Use FEMA forms whenever possible.
- Contractors may be utilized to perform debris clearance, removal, disposal, reduction, recycling and/or monitoring but will require close supervision.
- Bid and contract specifications eligible for reimbursement can be found in the most current FEMA Debris Management Guide (currently 2007), which is included in the electronic copy of this emergency operations plan (EOP).
- Reimbursement may be available for removal of debris generated from private property under one of the two circumstances above. Cost may be a consideration when deciding whether or not to remove private debris as described above.
- Operations focused on removal of debris generated from private property may only be reimbursed under current FEMA guidelines under one of two circumstances: (1) the debris poses a health and safety threat to the public at large or is an immediate threat to the life, health and safety of its residents or (2) if private property owners move disaster-generated debris to the public right-of-way.
- Due to the limited quantity of resources and service commitments following the disaster, the cities and county will be relying heavily on private contractors to remove, collect, and manage debris for reuse, resource recovery, reduction, and disposal.

Examples of **FEMA eligible** debris removal activities include:

- Debris removal from a street or highway to allow the safe passage of emergency vehicles; and
- Debris removal from public property to eliminate health and safety hazards.

Examples of **FEMA ineligible** debris removal activities include:

- Removal of debris, such as tree limbs and trunks, from natural (unimproved) wilderness areas.
- Removal of pre-disaster sediment from engineered channels.
- Removal of debris from a natural channel unless the debris poses an immediate threat of flooding to improved property.

The City and County Public Works Departments are responsible for the debris removal function within their own jurisdiction. Public Works Department personnel will work in conjunction with designated support agencies, utility companies, waste management firms, and trucking companies to facilitate the debris clearance, collection, reduction, and disposal needs of the cities of Billings and Laurel, and Yellowstone County following a disaster.

The Public Works Departments of the City of Billings, City of Laurel and Yellowstone County will be responsible for coordinating debris removal operations. The departments will be responsible for removing debris from property under its own authority, as well as from private property when it is deemed in the public interest.

The Public Works Departments will also develop and maintain a list of approved contractors who have the capability to provide debris removal, collection, and disposal in a cost effective, expeditious, and environmentally sound manner following a disaster. The listing will categorize contractors by their capabilities and service area to ensure their effective utilization and prompt deployment following the disaster.

1. **Contracts and Cooperative Agreements** – The county and cities will be responsible for managing the debris contract from project inception to completion. Managing the debris contract would include such things as monitoring of performance, contract modifications, inspection, acceptance, payment, and closing out of activities.
2. **Storage Sites** – The City of Billings Solid Waste Landfill would be the primary site for debris storage. Other potential sites throughout the county could be classified as Class 4 landfills by the Department of Environmental Quality (DEQ), and could be used as temporary storage areas. The county may take the lead in obtaining the Class IV permit for debris site. An emergency exemption could be requested from DEQ to facilitate the disposal process. The cost of landfilling the debris will be prorated between the jurisdictions affected by the disaster.
3. **Debris Removal Priorities** – The debris removal process must be initiated promptly and conducted in an orderly, effective manner in order to protect public health and safety following a major or catastrophic event. To achieve this objective, priorities are as follows:
  1. to clear debris from key roads in order to provide access for emergency vehicles and resources into the impacted area. The need and demand for critical services will be increased significantly following a disaster.
  2. to provide access to critical facilities identified by county and city governments.
  3. to address the elimination of debris related threats to public health and safety. This will include such things as the repair, demolition, or

barricading of heavily damaged and structurally unstable buildings, systems, or facilities that pose a danger to the public.

Recycling will be the top priority in the debris management program to eliminate land filling. Incineration will be used when permitted by the DEQ.

Any actions taken to mitigate or eliminate the threat to the public health and safety must be closely coordinated with the owner or responsible party. If access to the area can be controlled, the necessary actions can be deferred.

The City of Billings will consider using snow routes to establish road priorities for debris clearance, and the county will use school bus routes.

**Priority Facilities:**

- 1) City/County 911 Center
- 2) Billings Police and City Hall
- 3) Yellowstone County Sheriff, Courthouse and Stillwater Building
- 4) Billings Clinic and Saint Vincent Hospital, plus affiliated clinics
- 5) City and Rural Fire Department Stations
- 6) City and County shops
- 7) Water and Wastewater Treatment Plants
- 8) Qwest, AT&T, and other Communications Facilities
- 9) National Guard Armory
- 10) Laurel Safety Complex, City Hall, and Water/Waste Water Plants
- 11) State and Federal Building Offices
- 12) Schools and Universities
- 13) City of Billings Landfill

4. **Debris Classification** – To facilitate the debris management process, debris will be segregated by type. It is recommended that the categories of debris established for recovery operations will be standardized. Debris categories should follow current FEMA debris categories. Sub-categories may be established as determined necessary by local operations. Hazardous and toxic materials/contaminated soils and debris generated by the event will be handled in accordance with federal, state, and local regulations.

Additional considerations may be needed for special categories of debris but there are too many of these options to conduct pre-planning for all. Operations and emergency operations center (EOC) staff will work together to determine the best approach to debris categories.

## 5. Debris Management Actions/ Status

- a. **Pre-Incident/ Readiness** (A natural or man-made disaster is threatening the local area)
  - Review and update plans, standard operating procedures, generic contracts, and checklist relating to debris removal, storage, reduction, and disposal process.
  - Alert local departments that have debris removal responsibilities ensuring that personnel, facilities, and equipment are ready and available for emergency use.
  - Relocate personnel and resources out of harm's way and stage in areas where they can be effectively mobilized.
  - Review potential local, regional, and debris staging and reduction sites that may be used in the response and recovery phases in the context of the impending threat.
  - Review resources listing of private contractors who may assist in debris removal process. Make necessary arrangements to ensure their availability in the event of the disaster.
  
- b. **Response**
  - Activate debris management plan.
  - Begin documenting cost.
  - Coordinate and track resources (public and private).
  - Establish priorities regarding allocation and use of available resources.
  - Identify and establish debris temporary storage and disposal sites (local and regional).
  - Address any legal, environmental, and health issues relating to the debris removal process.
  - Keep public informed through the Public Information Officer (PIO). The public will be told through the media how to expedite the cleanup process by separating flammable and nonflammable debris; segregating household hazardous wastes; placing debris at the curbside; keeping debris piles away from hydrants and valves; reporting illegal dump sites and illegal dumping; and by segregating recyclable materials. Debris pick-up schedules will be announced on a regular basis.
  
- c. **Recovery**
  - Collect, store, reduce, and dispose of debris generated from the event in a cost-effective and environmentally responsible manner.

- Document all associated costs of debris disposal including contractor costs and direct cost to local government agencies.
- Developing and implement a site-specific restoration plan/actions upon completion of debris removal mission to close out debris storage and reduction site.
- Perform necessary audits of operation and submit claims for state and federal assistance.

#### **IV. ADMINISTRATION, PLAN DEVELOPMENT AND MAINTENANCE**

The City Public Works Director(s) and/or County Public Works Director are assigned space in the EOC and can direct and coordinate repair and restoration operations from there. Administrative supplies are available in the EOC. All impacted jurisdictions should maintain an EOC liaison and field personnel as needed. Close coordination is necessary with the resource manager EOC Manager when requiring additional resources.

Payroll and equipment cost accounting needs to be strongly emphasized and needs to be extremely accurate to support account records for future reimbursement if a disaster is formally declared. Normal departmental policies, procedures, and practices will be continued to the extent practicable.

No administrative process or logistical procedure is permitted to interfere with operations essential to preventing injury, loss of life, or significant property damage.

The Annex is developed and maintained by Yellowstone County Department of Emergency Services (YC DES), the Billings Public Works Director, County Public Works Director, and Laurel Public Works Director.

## Annex B Fatality Management

### Annex Coordinator

Yellowstone County Coroner

### Primary Agencies

### Support Agencies

Montana Department of Justice-Forensic Science  
Division-Medical Examiner Office

Billings Clinic

St. Vincent Hospital

Billings Fire Department

County Rural Fire Departments

Laurel Fire Department

## I. PURPOSE

The purpose of this annex is to provide a framework of operations to locate, recover, identify, record, transport, and dispose of all human remains and to notify the next of kin following a mass fatality incident.

This annex should be considered a framework or suggestion of how to approach completing these operations. No party to this annex is required to follow its contents if the situation shows or appears to show a better way to respond and complete these duties.

## II. INCIDENTS & TRIGGERS FOR ACTIVATION

As a planning guideline, the local mortuaries can process 12-15 bodies in a somewhat routine manner. Beyond those numbers, it may become an emergency situation requiring coordination of resources. The following are potential major incidents/disasters and associated triggers that may require implementation of this plan:

### Incidents and Disasters

- h) Transportation accident (aircraft, bus, train)
- i) Refinery explosion and/or fire
- j) Hazardous material release
- k) Terrorism/Bio-Terrorism
- l) Tornado/ Weather Incident
- m) Building collapse and/or fire
- n) Earthquake
- o) Pandemic

### Fatality Numbers- Suggested resources

0 - 15 Local Resources

15 - 20 Local Resources, suggest additional assistance from neighboring counties through existing agreements

21+ Disaster Mortuary Operational Response Team (DMORT)

- The State Medical Examiner Office is constructing a morgue facility that will increase capacity by approximately 20-25 to the above numbers. Estimated completion is late 2018.

### **III. ORGANIZATION**

#### **County Coroner**

The County Coroner has sole authority over the dead and their disposition.

The Coroner can activate the City/County emergency operations center (EOC). Personnel and resources needed to staff the EOC may either be provided by the Coroner or requested from the Yellowstone County Department of Emergency Services (YC DES).

The Coroner will assign deputy coroners or morticians as needed to assist in carrying out the responsibilities of this annex. Care should be exercised to think through the situation and take time to complete all necessary procedures. Standard operating procedures (SOPs) or direction on how to properly execute all duties of the Coroner on behalf of the Coroner will be provided by the Coroner during the incident. This plan does not grant any additional authorities to operate on behalf of the County Coroner to the YC DES that are not specifically shown as part of this annex.

#### **National Transportation Safety Board (NTSB)**

In any public transportation incident, the NTSB will enter the scene after the fire department has determined it is safe to enter and before local law enforcement.

#### **Montana-Department of Justice (DOJ)-Forensic Science Division (FSD)-Medical Examiner Office**

The Medical Examiner Office under Montana DOJ-FSD is available as a support resource to Yellowstone County to consult, perform location, recovery, post-mortem examinations and decedent identification. These functions are performed in a support manner to Yellowstone

County at the request of The County unless acting under existing authorities in Montana Code Annotated (MCA).

The County Attorney, Attorney General and the State Medical Examiner have existing authorities in MCA to order post-mortem examination. This plan may also be used to support mass fatality incidents under these authorities in Yellowstone County.

### **Family Assistance Center Operations**

The Federal Bureau of Investigation (FBI) is available to conduct or assist with Family Assistance Center operations following their existing operations plans (Appendix-I). This assistance is available to Yellowstone County whether or not the incident is criminal in nature.

In the event of a Public Transportation Incident, the NTSB utilizes the FBI on transportation incidents. Some transportation companies (e.g., airlines) also have company-specific family assistance processes.

### **EOC PERSONNEL**

EOC personnel will not divulge any information concerning the dead. The Coroner or his/her designee is the only authority allowed to approve the release of names of the deceased.

The Coroner may elect to utilize the Joint Information System/Joint Information Center (JIS/JIC) or ESF #15 External Affairs in the release of information and names of the deceased. The Coroner will approve any releases of this information prior to it being sent to the media following standard principles of the Incident Command System (ICS) and JIS/JIC operations.

Operational crews and personnel will not remove bodies without the Coroner's permission and direction. Personnel working onsite under ICS require appropriate supervision while working directly with the deceased. The Coroner will make supervisory personnel available and will organize the labor based on National Incident Management (NIMS) guidelines.

The Coroner or his/her designee will be available to the EOC to coordinate needs but does not need to provide 24/7 onsite personnel at the EOC.

## **SPECIALIZED PERSONNEL & ORDERING**

Specialized personnel may be required including: fingerprint specialists, forensic odontologists, pathologists and anthropologists. Resources outside existing county resources may first be obtained from neighboring counties with whom Yellowstone County has a mutual aid agreement. If the incident is too large for Yellowstone Co to handle with its mutual aid partners' additional specialized resources may be obtained through the State EOC following NIMS Guidelines. The suggested resource in this case would be a DMORT. The Coroner may request these and other additional resources through the EOC.

### ***Disaster Mortuary Operational Response Team (DMORT)***

The Coroner may consider including the resources and capabilities of DMORT. DMORTs are part of the National Disaster Medical System under the Department of Health and Human Services. A DMORT is an organized team with the experience and expertise to manage a large number of fatalities.

Considerations while working with DMORT include:

- Local acquisition of cold storage trucks [1 full-size (18-wheeler) refrigerated truck can accommodate 20-22 bodies]
- Need for a large number of tables (autopsy, FBI, personal affects)
- Local cost considerations of DMORT services if not an NTSB incident
- DMORT is there to assist the local jurisdiction, not to take over
- Regional Hazardous Materials (HazMat) needs to decontaminate bodies.

## APPENDIX I

### MASS FATALITY MANAGEMENT PROCEDURES

Best practices and procedures for medical examiners, coroners and family assistance workers on mass fatality incidents are covered in existing documents. Yellowstone County works to follow these national best practices and procedures on local and regional incidents and also when working with Disaster Mortuary Operations Teams (DMORTs). Procedures can be found in “DMORT-Standard Operating Procedures” and “DMORT- Standard Operating Procedures for National Transportation Safety Board (NTSB) Activations” and “Mass Fatality Incident Family Assistance Operations: Recommended Strategies for Local and State Agencies”. The most current version of these documents are referenced below, if a document is updated, the updated version applies. A copy of references is included with digital copies of this Emergency Operations Plan (EOP).

Procedures may be changed or additional procedures may be implemented in special situations such as criminal or terrorism investigations to meet the needs of the jurisdiction, incident management, survivors and victims.

References (included in digital copy of EOP):

Kauffman, P., Linstrom, J., Stern, C., Dotsonm S., (2008). Disaster Mortuary Operational Response Team (DMORT)-Standard Operating Procedures. Retrieved from:  
[http://www.dmort7.org/downloads/dmort\\_sop\\_2008jn2.pdf](http://www.dmort7.org/downloads/dmort_sop_2008jn2.pdf)

NTSB/DMORT SOP Working Group. (2006). Disaster Mortuary Operational Response Team (DMORT)-Standard Operating Procedures for National Transportation Safety Board (NTSB) Activations. Retrieved from:  
<http://www.dmort8.org/DMORT%20NTSB%20SOP%20Nov%202006.pdf>

FBI & NTSB. (Date Unk). Mass Fatality Incident Family Assistance Operations: Recommended Strategies for Local and State Agencies. Retrieved from:  
<https://www.nts.gov/tda/TDADocuments/Mass%20Fatality%20Incident%20Family%20Assistance%20Operations.pdf>

It is noted that not all situations are covered in existing manuals, in those cases it is the expectation of all jurisdictions that identification and remains will be handled respectfully with regard for the individual situation. This means giving consideration to investigations, legal jurisdictions, families, next-of-kin, number of fatalities, decedent population (open/closed), availability and collection of information, condition of remains and interagency operations.

The Coroner is the legal authority to conduct victim identification, determine cause and manner of death, manage death certification, and is responsible for other legal activities. The Coroner remains the legal authority and all additional resources, including state and federal resources work under the authority of The Coroner to complete needed work.

**A. VICTIM RECOVERY**

Recovery teams must be trained to locate and recover the remains of victims and items of possible value for use in effecting positive identification. This training may be “just-in-time” training as many mass fatality incidents rely on local labor during recovery stages to work large geographic areas.

The volume of personnel needed to conduct a detailed search over a large area would require obtaining surge personnel and organizing them into search teams. These teams work under the authority of The Coroner and may consist of personnel from volunteer, combination and professional Fire/EMS Department(s), Yellowstone County Sheriff’s Office personnel including full-time officers, reserve deputies and/or search and rescue volunteers, other local law enforcement personnel, state law enforcement and/or personnel available to assist and volunteers as determined necessary, available and allowable.

Operations related to victim recovery should be conducted as best possible, in line with the DMORT-Standard Operating Procedures applicable to the incident.

**B. TEMPORARY MORGUE FACILITIES**

Yellowstone County does not have morgue facilities in which large number of bodies may be properly maintained and processed. Currently, autopsies are conducted at St. Vincent Healthcare, Billings Clinic, and the private mortuaries.

Local facilities can only naturally accommodate about 15 bodies at a time in cold storage. Up to 20 bodies may be accommodated depending on conditions, partner facilities available short-term and the volume of non-incident related deaths at the time. Any incident involving more than 20 victims is recommended to utilize a DMORT and temporary morgue facility.

In mass-fatality incidents that exceed the local cold storage capacity, arrangements to alter and utilize existing facilities as temporary morgues must be made. Facilities that may be altered to serve as temporary cold storage include: armories; private ice arena; airplane hangar(s); and refrigerated vans/trucks.

The use of refrigerated vehicles adjacent to a large work space such as the Metra Pavilion or an airplane hangar(s) has historically been successful on similar incidents and should be considered here. The work space should be within a short drive of the accident/incident site to allow for easy transportation but also to separate on-site work from the work being conducted at the temporary morgue.

### **Table Construction**

Public Works and Facilities department staff from Yellowstone County, City of Billings, City of Laurel and other departments/agencies will be utilized to construct temporary morgue facilities. Tables and work space are the most important temporary resource that needs to be constructed.

The number of fatalities in the temporary morgue will determine work space and the number of tables needed. For planning purposes, 2-3 tables are needed per working coroner, pathologist, dentist and medical examiner.

Table construction should consist of two “sawhorse” sets of legs (Figure I-3i), a support between them (Figure I-3ii) and a 4' x 8' x  $\frac{3}{4}$  " piece of plywood placed on the top approximately 30" off the ground. Pre-fab brackets for constructing sawhorses may be utilized to speed construction.

If pre-fab sawhorses are purchased rather than constructing new, a minimum weight load of 300lbs per sawhorse is necessary and 2"x4" or 2"x6" supports should be placed between the sawhorses with  $\frac{3}{4}$ " plywood on top.



Figure I-3i: Suggested design for sawhorse legs

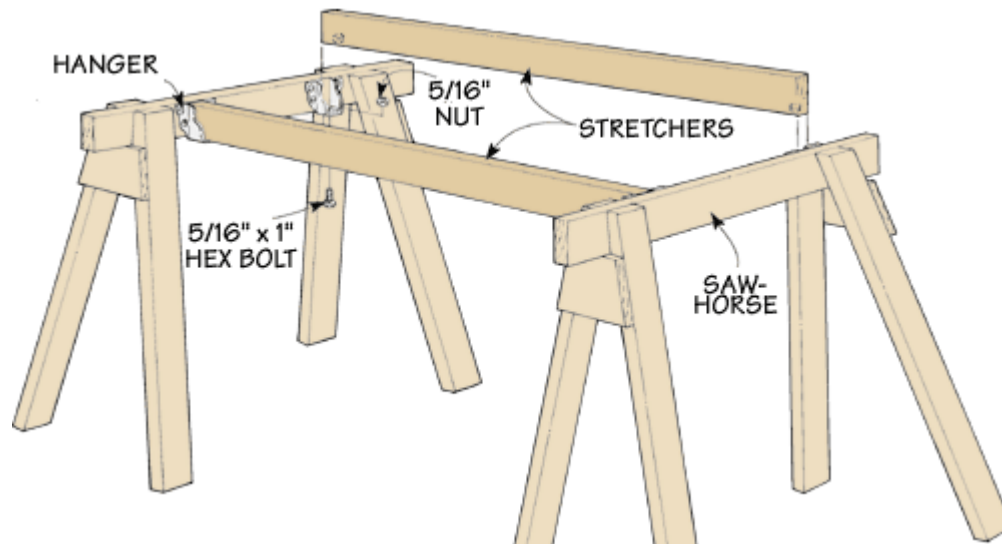


Figure I-3ii: Suggested "stretchers" supports between two sawhorses

**C. SPECIAL LOCAL CONSIDERATIONS:**

Identification and proper interment of deceased relatives are principal predispositions of human nature. Legal requirements also dictate in many cases that positive identification of the deceased be established.

Procedures for identifying decedents and/or remains are set in the DMORT-Standard Operating Procedures (2008) reference above.

The examination and release of the bodies falls within the jurisdiction of the coroner or medical examiner. This person may accept or decline identification data contributed by the various specialists or from relatives or associates of the victims.

Specialists will certify only those identifications effected within the realm of their expertise, such as those made with fingerprints, dental records, etc. Visual examinations or examinations of the personal effects of the deceased which may result in identification must be carefully scrutinized by the coroner or his designee.

The responsibility of local hospitals is limited to holding and processing a limited number of bodies. Storage and disposal of remains belongs to the county.

Pressure from various religious organizations and pressure resulting from tentative eye witness identifications may be exerted to obtain release of bodies prior to positive identification being affected. Victims should be released only when all other possible means of establishing positive identity has been exhausted. Traditional religious attitudes may also prohibit autopsies or re-examination of the remains. Diplomatic means must be found to overcome these prohibitions when such examinations are deemed essential. However, the coroner has the authority (MCA 46-4-103) to order an autopsy over the objections of family members.

#### **D. PERSONAL HISTORY COLLECTION**

Information pertaining to the personal history of the victims should be assembled by interviewing the next of kin or close associates of the victims. A suggested form for gathering the necessary information is included as Form I-1.

Information gathered by examining the remains of the victims should be listed on a similar form, "Examination of Disaster Victim". A suggested form designed to ensure the collection of essential data is provided as Form I-2.

By comparing the information accumulated from these two sources, tentative identifications may be made. This method is utilized most frequently in situations where several victims fitting the same general description remain unidentified. The final decision regarding the validity of this type of identification is the responsibility of the coroner.

Montana Code Annotated identifies the Coroner as having responsibility for personal effects. Where possible, personal effects will be identified and returned to next of kin following YCSO policies and procedures, or in absence of such direction, DMORT SOPs.

Evidence collection performed by Law Enforcement may also collect personal effects. These items must follow chain of custody and criminal evidence if determined to be evidence by the collecting Law Enforcement agency following their policies and procedures. The return of these items will be done, if possible, following local policies and procedures, state and federal law on evidence and personal item collection, preservation and return.

**E. VOLUNTEER WORKERS:**

The services of these volunteers are welcome and can be helpful in the following areas:

- 1) Volunteers may be part of the family assistance process in a role deemed appropriate for the specific incident
- 2) Volunteers may be part of the victim recovery process, this is outside the scope of a normal volunteer firefighter etc... and may require additional considerations such as work comp insurance from Yellowstone County.
- 3) Volunteers may assist with incident logistics, including donations management, as drivers and assisting incident staff with facility maintenance (food and refreshments) at the EOC or other incident locations

Unaffiliated/ spontaneous volunteers will be directed to the United Way and will follow the current volunteer management plan held by United Way to be credentialed and assigned to a role.

## **F. LOCAL MASS FATALITY RESOURCES**

### **Morticians:**

Resources that may be useful during a mass fatality incident can be found in the Yellowstone County “Emergency Resource Information” book. This includes morticians, funeral homes, hospital and public health contacts.

### **Potential Temporary Morgue Facilities**

#### Yellowstone County Government Facilities

1. MetraPark, 308 6<sup>th</sup> Avenue North, Billings
2. County Shops, 3321 King Avenue East, Billings
3. All County Rural Fire Stations
4. Junk Vehicle, 1200 South Shiloh, Billings

#### City of Billings Facilities

1. All Fire Stations
2. Public Utilities Facilities
3. MET Transit Facility
4. City Shops
5. Billings Airport- Rescue, Firefighting and Airfield Maintenance Facility

#### City of Laurel Facilities

1. Laurel Safety Complex, 115 West 1<sup>st</sup> Street, Laurel 59044

### **Suggested Supplies for Temporary Morgue**

- € Batteries
- € Biohazard disposal bags
- € Biohazard working supplies
- € Chairs
- € Cleaning supplies
- € Communication equipment (radios, HAM radios)
- € Computers, software, internet
- € Copy/ fax machines

- € DNA tools and equipment
- € Forensic Anthropology tools and equipment
- € Forensic dental tools and equipment
- € Generators
- € ID badges - Can be obtained from Yellowstone County DES
- € Maintenance supplies
- € Morgue/pathology equipment
- € Office supplies
- € Portable lighting
- € Personal Protective Equipment (PPE)
- € Tables
- € Trailers/ tents
- € X-Ray equipment and supplies

### **Support Services Supplies**

- € Food/ beverage
- € Break/ lounge area
- € Travel assistance
- € Laundry service

**FORM I-1 - PERSONAL HISTORY OF DISASTER VICTIM**

(Coroner may change or substitute other forms for this at his/her discretion)

\_\_\_\_\_

Office Date

1. Full name of victim:

\_\_\_\_\_

Last First Middle

2. Any other names used:

\_\_\_\_\_

Last First Middle

3. Sex: \_\_\_\_\_ Race/Ethnicity: \_\_\_\_\_

4. Date of birth: \_\_\_\_/\_\_\_\_/\_\_\_\_ Place of birth: \_\_\_\_\_

5. Marital status: \_\_\_\_\_ Date of marriage: \_\_\_\_/\_\_\_\_/\_\_\_\_

6. Full name of spouse/significant other: \_\_\_\_\_

Full name of children: \_\_\_\_\_

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7. Has person ever been fingerprinted for any reason? If so, by what organization and

date? \_\_\_\_\_

8. Identification:

a) Social Security Number: \_\_\_\_/\_\_\_\_/\_\_\_\_

b) Driver's License: \_\_\_\_\_ State: \_\_\_\_\_

c) Military Service: \_\_\_\_\_

9. Home Address: \_\_\_\_\_

Business Address: \_\_\_\_\_

10. Physical Description:

a) Height \_\_\_\_ ft \_\_\_\_ in

b) Weight \_\_\_\_ lbs

c) Build \_\_\_\_\_

d) Color of hair \_\_\_\_\_

e) High-lites or dyed? \_\_\_\_\_

f) Style/Cut/Length \_\_\_\_\_

g) Color of eyes \_\_\_\_\_

h) Glasses \_\_\_\_\_ Contacts \_\_\_\_\_

i) Complexion \_\_\_\_\_

j) Facial hair \_\_\_\_\_

k) Scars \_\_\_\_\_

l) Tattoos \_\_\_\_\_

m) Occupation \_\_\_\_\_

n) Did the victim smoke? \_\_\_\_\_ Cigarette brand \_\_\_\_\_

o) Did the victim use chewing tobacco? \_\_\_\_\_ Tobacco brand \_\_\_\_\_

p) Body piercings? \_\_\_\_\_

11. Describe in detail clothing victim was wearing. Set forth color, fabric, brand, where purchased, size and any descriptive factors.

a) Overcoat/topcoat/jacket \_\_\_\_\_

b) Suit or dress \_\_\_\_\_

c) Sweater \_\_\_\_\_

- d) Pants \_\_\_\_\_
- e) Shirt or blouse \_\_\_\_\_
- f) Vest/tie/scarf \_\_\_\_\_
- g) Stockings or socks \_\_\_\_\_
- h) Gloves \_\_\_\_\_
- i) Shoes \_\_\_\_\_
- j) Belt \_\_\_\_\_
- k) Underpants \_\_\_\_\_
- l) Undershirt/long underwear \_\_\_\_\_
- m) Slip \_\_\_\_\_
- n) Bra \_\_\_\_\_
- o) Hat \_\_\_\_\_
- p) Care of fingernails (long, bitten, deformities, etc.) \_\_\_\_\_
- q) Nail polish (hands) \_\_\_\_\_ (toes) \_\_\_\_\_
- r) Other items \_\_\_\_\_

12. Jewelry: Give detailed description, number of stones, type, carats, finger size, engravings, jeweler's scratch marks, code numbers, detailed distinguishing characteristics. Distinguish between white and yellow gold and other metals. Fingers on which rings are worn. Brand names of rings and watches. Placed where purchased will be able to supply trade names inscribed in jewelry.

a. Watch \_\_\_\_\_

b. Rings (finger & toe) \_\_\_\_\_

c. Bracelets (wrist & ankle) \_\_\_\_\_

d. Necklaces \_\_\_\_\_

e. Earrings (pierced or clip) \_\_\_\_\_

f. Tie clips \_\_\_\_\_

g. Belt buckle \_\_\_\_\_

h. Unusual charms or tokens carried on the person (coins, medals, knives, keys, etc.)

\_\_\_\_\_

i. Other items \_\_\_\_\_

13. Did the victim carry a cell phone, pager, or PDA? \_\_\_\_\_

\_\_\_\_\_

14. History of fractured bones (give detailed description and location)

\_\_\_\_\_

---

a) X-rays obtained and forwarded? \_\_\_\_\_

b) Do these have to be returned? \_\_\_\_\_

c) To whom? \_\_\_\_\_

15. Has person had any plastic surgery? \_\_\_\_\_

16. Does victim has a foreign object lodged in body which x-ray would disclose? (steel plate, bullet, shrapnel, knee/hip replacements, medical devices)

\_\_\_\_\_

\_\_\_\_\_

17. Dental: Name of dentist & location \_\_\_\_\_

\_\_\_\_\_

a) Dental charts obtained and forwarded? \_\_\_\_\_

b) X-rays or impressions obtained and forwarded? \_\_\_\_\_

c) Do they have to be returned? \_\_\_\_\_ To whom? \_\_\_\_\_

18. Did the person conceal valuables in the lining of clothing? \_\_\_\_\_

19. Blood type \_\_\_\_\_

20. Medicines: Did victim carry medicine on person?

\_\_\_\_\_

21. Person from whom information was obtained:

Name \_\_\_\_\_

a) Address \_\_\_\_\_

b) Phone Number(s) \_\_\_\_\_

c) Relationship \_\_\_\_\_

d) Person to contact in future \_\_\_\_\_

e) Address \_\_\_\_\_

f) Phone number \_\_\_\_\_

22. Name or relative or friend of family who will be handling funeral arrangements:

a) Name \_\_\_\_\_

b) Address \_\_\_\_\_

c) Phone number \_\_\_\_\_

d) Relationship \_\_\_\_\_

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Interviewing Officer

**FORM I-2 - EXAMINATION OF DISASTER VICTIM**

(Coroner may change or substitute other forms for this at his/her discretion)

1. Body # \_\_\_\_\_

2. Sex \_\_\_\_\_ Race \_\_\_\_\_

3. Date \_\_\_\_\_ Time \_\_\_\_\_

4. Examiner \_\_\_\_\_

Examiner \_\_\_\_\_

5. Condition of body (burned, mutilated, etc.) \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

6. Body Printed \_\_\_\_\_ Yes, list fingers printed \_\_\_\_\_

\_\_\_\_\_

If not, why? \_\_\_\_\_

Footprints available? \_\_\_\_\_

7. Physical description:

a) Height \_\_\_\_\_

b) Weight \_\_\_\_\_

c) Build \_\_\_\_\_

d) Eyes \_\_\_\_\_

e) Hair (color, style) \_\_\_\_\_

f) Complexion \_\_\_\_\_

g) Glasses (contact lenses) \_\_\_\_\_

h) Beard, mustache \_\_\_\_\_

i) Fingernails (length, bites, deformities, color)

\_\_\_\_\_  
\_\_\_\_\_

j) Toenails (color) \_\_\_\_\_

k) Scars, marks, tattoos, amputations, operations, etc. (describe in detail)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

8. Clothing (Describe in detail, color, fabric, label, size, laundry marks, etc. Secure and label swatches.)

a) Overcoat or topcoat \_\_\_\_\_

b) Suit or dress \_\_\_\_\_

c) Jacket or vest \_\_\_\_\_

d) Sweater \_\_\_\_\_

- e) Trousers\_\_\_\_\_
- f) Shirt or blouse\_\_\_\_\_
- g) Tie or scarf\_\_\_\_\_
- h) Hose\_\_\_\_\_
- i) Gloves\_\_\_\_\_
- j) Girdle\_\_\_\_\_
- k) Panties or shorts\_\_\_\_\_
- l) Undershirt\_\_\_\_\_
- m) Slip\_\_\_\_\_
- n) Bra\_\_\_\_\_
- o) Shoes\_\_\_\_\_

9. Jewelry (describe number of stones, type, carats, finger size, color of metal, engravings, jeweler's scratch marks, code numbers, brand names, and where worn).

- a) Watch\_\_\_\_\_
- b) Rings\_\_\_\_\_
- c) Birthstones\_\_\_\_\_
- d) Bracelets\_\_\_\_\_
- e) Earrings\_\_\_\_\_
- f) Necklace\_\_\_\_\_
- g) Tie clip\_\_\_\_\_
- h) Ankle bracelet\_\_\_\_\_
- i) Belt buckle\_\_\_\_\_
- j) Religious medals\_\_\_\_\_

k) Unusual (charms, medals, coins, keys, etc., carried on person)\_\_\_\_\_

\_\_\_\_\_

l) Other items\_\_\_\_\_

10. Purse or wallet (Indicate whether found on victim).

\_\_\_\_\_

11. Dental (notation re teeth for future)\_\_\_\_\_

\_\_\_\_\_

12. Leads\_\_\_\_\_

\_\_\_\_\_

13. Other information\_\_\_\_\_

\_\_\_\_\_



**EMERGENCY OPERATIONS PLAN**

**PROMULGATION DOCUMENT (RESOLUTION # \_\_\_\_\_ )**

WHEREAS, all citizens and property within Yellowstone County are at risk to a wide range of hazards such as floods, fires, tornados, chemical and toxic material spills, winter storms, earthquakes, civil disorder, terrorist situations, and nuclear attack; and

WHEREAS, when such an unfortunate event occurs; local, state, and federal response agencies must be prepared to respond in a well-coordinated manner by developing and using the National Incident Management System (NIMS) to protect the public and the natural resources and minimize property damage within the community; and

WHEREAS, this Emergency Operations Plan is needed to coordinate the response of emergency personnel and supporting services of all county and municipal agencies in the event of an emergency or disaster and during the aftermath and recovery.

WHEREAS, the Yellowstone County Disaster and Emergency Services (YCDES) Coordinator is also the City of Billings DES Coordinator.

NOW, THEREFORE, I, the Mayor of the City of Billings, by virtue of the power and authority vested in me by the laws of this State, do hereby adopt this Yellowstone County Emergency Operations Plan. This plan can be put into action by the undersigned, the Yellowstone County DES Coordinator, or our designee and is effective upon execution.

IN WITNESS WHEREOF, we have subscribed our signatures

this \_\_\_\_ day of \_\_\_\_\_, 2019.

ATTEST:

CITY OF BILLINGS

\_\_\_\_\_  
Denise R. Bohlman, City Clerk

\_\_\_\_\_  
William A. Cole, Mayor

**Regular City Council Meeting**

**Meeting Date:** 10/15/2019

**TITLE:** W.O. 20-17 Laredo Place Rockfall Emergency Resolution

**PRESENTED BY:** David Mumford, Public Works Director

**Department:** Public Works

**Presentation:** No

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**PROBLEM/ISSUE STATEMENT**

On September 21, 2019, several rocks fell from the rims onto Laredo Place and a property south of the road. City staff needs to hire contractors to stabilize the remaining rocks, move the rocks that fell on Laredo Place, and repair the road. Until the road is repaired, the residents on Laredo Place will only have one way into their homes.

Due to the access issues and concerns about slope stability, it is the City Staff's recommendation that this work take place as soon as possible. Section 7-5-4302 of the MCA requires advertising for competitive bids and accepting the lowest responsive bid. Competitive bidding is impractical because the time to advertise and analyze bids and award a contract would require several weeks before the work could begin. Section 7-5-4303 of the MCA allows cities to declare an emergency and waive the requirement for advertising and competitive bidding when ¾ of the Council members present at the meeting declare an emergency.

In addition, city staff is asking to have the City Administrator be given the signing authority to enter into the construction contracts necessary to accomplish the work described in this emergency resolution. While there are still several unknowns about the work that is needed, City staff is anticipating the cost of the work to be about \$200,000.

**ALTERNATIVES ANALYZED**

City Council may:

- Approve the emergency resolution for Laredo Place and give the City Administrator signing authority, or;
- Disapprove the emergency resolution for Laredo Place and do not give the City Administrator signing authority. If the resolution and signing authority are not approved, the time to reopen Laredo Place will be delayed longer.

**FINANCIAL IMPACT**

The estimate to perform the work is approximately \$200,000 although there are several unknowns at this time. Gas tax funds will be used for the work.

**RECOMMENDATION**

Staff recommends that Council adopt a resolution declaring an emergency and grant the City Administrator the signing authority to stabilize the slope, remove rocks and repair Laredo Place.

**APPROVED BY CITY ADMINISTRATOR**

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## **Attachments**

Emergency Resolution

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**RESOLUTION 19-\_\_\_\_\_**

**A RESOLUTION DECLARING AN EMERGENCY  
AND WAIVING THE REQUIREMENT FOR COMPETITIVE BIDS  
AS CONTAINED IN 7-5-4302 AND 7-5-4303 MCA**

WHEREAS, Laredo Place is closed due to rock falls from the rims above the road, and

WHEREAS, 7-5-4302 MCA requires cities to advertise for competitive bids and to award the bid to the lowest responsive bidder, and

WHEREAS, competitive bidding requires an advertising and award process that would delay the repair, and

WHEREAS, 7-5-4303 MCA allows cities to waive the competitive bidding requirements if  $\frac{3}{4}$  of the members present at the meeting of the City Council declare an emergency.

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BILLINGS, MONTANA, as follows:

1. EMERGENCY DELCARED. The rockfall and resulting damage to Laredo Place are declared an emergency due to the unanticipated event, the damage incurred and the requirement to remove the rocks and rebuild the road.
2. COMPETITIVE BIDDING WAIVED. Due to the declared emergency, the City Council waives the competitive bidding requirements for rock stabilization or removal and repairing the road as permitted by 7-5-4303 MCA.

APPROVED by at least  $\frac{3}{4}$  of the members present at the meeting of the City Council of the City of Billings, Montana, on the 15th day of October, 2019.

CITY OF BILLINGS

By: \_\_\_\_\_  
William A. Cole, Mayor

ATTEST:

By: \_\_\_\_\_  
Denise R. Bohlman, City Clerk

**Regular City Council Meeting**

**Meeting Date:** 10/15/2019

**TITLE:** Land Purchase for West End Water Treatment Plant and Reservoir Project

**PRESENTED BY:** David Mumford, Public Works Director

**Department:** Public Works

**Presentation:** Yes

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**PROBLEM/ISSUE STATEMENT**

The City Council is being asked to approve the purchase 300.84 acres of property that is along Hesper Road for the construction of the West End Water Treatment Plant and Reservoir project. The property is currently owned by Knife River (JTL Group) and has been replatted to accommodate both parties. The purchase price agreed to by the property owner and Public Works is \$2,406,720 as outlined in the attached Buy/Sell Agreement. The price was arrived at through negotiations based on two appraisals and a third appraiser review process, as called for in the City's property acquisition policy Resolution 93-16740. The land purchase is key in the development of the West End Water Treatment Plant and Reservoir. The land purchase will allow the City of Billings to construct a west end water treatment plant and reservoir which will provide months of water storage and critical redundancy in the system.

**ALTERNATIVES ANALYZED**

City Council may:

- Approve the purchase of 300.84 acres from Knife River for the construction of the West End Water Treatment Plant or;
- Disapprove the purchase of 300.84 acres for construction of the West End Water Treatment Plant.

**FINANCIAL IMPACT**

There is adequate cash in the water fund for the purchase of the land.

**RECOMMENDATION**

Staff recommends that City Council approve the Buy/Sell Agreement to purchase 300.84 acres for \$2,406,720.

**APPROVED BY CITY ADMINISTRATOR**

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**Attachments**

Buy/Sell Knife River

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## REAL PROPERTY PURCHASE AGREEMENT

THIS REAL PROPERTY PURCHASE AGREEMENT (the “**Agreement**”) is made and executed effective as of the \_\_\_ day of September, 2019 (the “**Effective Date**”), by and between JTL Group, Inc., a Montana corporation doing business as Knife River (“**Knife River**”), and the City of Billings, a municipal corporation organized in the State of Montana (the “**City**”).

### RECITALS

A. Knife River is the owner of certain land located in Yellowstone County, Montana consisting of approximately 300.84 acres as legally described on the attached **Exhibit A-1** and depicted with the marked areas on the maps attached hereto as **Exhibit A-2** (the “**Property**”).

B. Knife River and City desire to sell and convey from Knife River to City all of Knife River’s interests in the Property in accordance with the terms and conditions of this Agreement.

### AGREEMENT

IN CONSIDERATION of the foregoing promises and the mutual covenants contained in this Agreement and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

1. **Sale of Property / Purchase Price.** Knife River agrees to sell to City, and City agrees to buy from Knife River, the Property for the sum of Eight Thousand Dollars (\$8,000) per acre for a total sum of Two Million Four Hundred Six Thousand Seven Hundred Twenty Dollars (\$2,406,720) (the “**Purchase Price**”). The Purchase Price shall be adjusted to reflect actual acreage if the Re-Plat results in the Property being comprised of more or less than 300.84 acres.

- a. **Title, Form of Deed.** The Property will be conveyed to City by a special warranty deed free and clear of any liens or encumbrances created by or arising through Knife River (the “**Deed**”). At Closing Knife River shall deliver the Deed to City. Without limiting the generality of the foregoing, the parties acknowledge and agree that Knife River shall not be obligated to remedy or remove defects or encumbrances affecting the Property, and that its failure to remedy or remove those defects and encumbrances included within the foregoing warranty concerning liens or encumbrances created by or arising through Knife River will only entitle City to terminate the Agreement.
- b. **Purchase Price.** City shall pay the Purchase Price to Knife River in US Dollars by wire transfer at Closing.
- c. **Excluded Property.** The Property to be conveyed pursuant to this Agreement shall not include Knife River’s personal property currently on the Property and Knife River shall retain ownership of all such personal property, including but not limited to, the fencing, transformers, and pumps (the “**Excluded Property**”). Knife River shall remove all Excluded Property no later than 180 days after Closing at Knife River’s sole cost and expense.

2. **Diligence and Inspection.** City and its agents and representatives shall have a period of thirty (30) days after the Effective Date (the “**Inspection Period**”) to review and inspect or cause to be reviewed and inspected all aspects of the Property Information (as defined herein) which City in its sole and absolute discretion deems necessary or advisable to determine the Property’s suitability for City’s intended use and operation thereof. If City is not satisfied in its sole and absolute discretion with the results of such review and inspections, City may terminate this Agreement by sending written notice to Knife River on or before expiration date of the Inspection Period upon which both City and Knife River shall be relieved of any further obligations under this Agreement except for those that specifically survive termination hereunder.

Knife River shall, within ten (10) days after the Effective Date, deliver to City the following information regarding the Property to the extent such information is in the possession and control of Knife River: permits, title information, and environmental assessments (collectively, the “**Property Information**”).

Access to the Property and such other additional information pertinent to the Property as City may reasonably request shall be granted to City and its representatives and agents by Knife River following reasonable notice and approval from Knife River and during normal business hours; physical access to the Property for inspection by City will be allowed upon mutual agreement by City and Knife River. Inspections shall be at City’s sole cost. City shall keep the Property free and clear of any liens and will indemnify, defend and hold Knife River harmless from all liens, claims and liabilities asserted against Knife River or the Property as a result of any such entry or inspections by City or its agents, employees, or representatives. If any inspection or test causes damage to the Property, City shall restore the damaged area to the same condition it was in prior to the inspection or test. The City hereby agrees to indemnify, defend and hold Knife River harmless from all damages, claims, costs, liabilities, judgments or expenses resulting from the inspections of the Property by City and its agents. Notwithstanding any of the foregoing, the City may not perform any physical or invasive testing of the Property, including without limitation any so-called “Phase II” assessment or testing, without the prior written consent of Knife River, which consent may be given or withheld at Knife River’s sole discretion. The obligations of City under this Section 2 shall survive termination of this Agreement.

3. **Covenants.** The Parties hereby agree as follows:

a. City shall obtain and maintain a Storm Water Pollution Prevention Plan at all times during any construction, excavation, or fill activity on the Property or Knife River’s adjacent property. Knife River’s adjacent property is depicted on the attached **Exhibit B** and hereafter the “**Adjacent Property**”.

b. City shall replat the Property, at City’s sole cost and expense, to match the legal descriptions and map as depicted on the attached **Exhibit C** (the “**Re-Plat**”).

c. City shall make available to Knife River all water and sanitary sewer city services at the Adjacent Property.

d. City shall waive all applicable fees for Knife River’s connection to the City waterline and the system development fees to connect to the hydrant line for Knife River’s Adjacent Property at the Southwest corner of the roundabout and Shiloh Road. This fee waiver shall include the hydrant line to Shiloh.

e. City will diligently assist Knife River in obtaining a full release of Knife River's reclamation permit and a reclamation release from the Property. To the extent Knife River's reclamation obligations are not fully released prior to Closing, City hereby assumes all such reclamation obligations and will complete the same in a timely and diligent manner at City's sole cost and expense until Knife River obtains a full reclamation release.

f. City shall haul, place, grade, compact, and seed approximately 1,500,000 cubic yards of material from the Property onto the Adjacent Property in a compacted (95% density) condition to bring the Adjacent Property to grade with Hesper and Shiloh roads (the "**Fill Project**") in accordance with the following requirements:

(i) The actual amount of material to be hauled, placed, graded, compacted, and seeded to complete the Fill Project shall be in accordance with Knife River's Fill Project plans and as reasonably determined by Knife River provided that in no event shall City's obligations to complete the Fill Project exceed the volume of materials excavated by City or its contractors or agents on the Property.

(ii) City shall be responsible for all costs and expenses in connection with hauling, placing, grading, compacting, and seeding the fill material on Knife River's property.

(iii) City shall pay Knife River a dumping fee of One Dollar (\$1.00) per cubic yard of material placed on Knife River's property pursuant to this Agreement. City shall pay Knife River the dumping fee on a monthly basis, based on City's good faith estimates of quantities placed. The final fill quantities and dumping fees payable from City to Knife River shall be trued up upon completion of the Fill Project pursuant to a topographical survey of in place fill material to be completed by City at City's sole cost and expense. City shall complete a baseline topographical survey, at City's sole cost and expense, prior to commencement of the Fill Project.

(iv) City shall complete the Fill Project no later than the earlier of: (x) one year after City's commencement of construction or excavation work on the Property, and (y) three years after Closing. City is required to place all earthen materials removed from the Property onto the Adjacent Property, until the Fill Project is complete, and City shall not be permitted to sell or otherwise haul such material to any alternate location or party without obtaining Knife River's prior written consent which may be withheld in Knife River's sole discretion.

(v) City and its contractor(s) and agent(s) shall complete the Fill Project and associated work in a safe, competent, workmanlike and environmentally responsible manner, in accordance with all applicable laws, and utilizing reasonable care and skill in accordance and consistent with industry standards and good construction practice as applicable.

(vi) City shall fully protect, defend, indemnify, save and hold harmless Knife River, its officers, agents, employees, parent, divisions, subsidiaries and affiliate companies (collectively the "**Indemnitees**"), from every kind and character of damages, liabilities, losses, expenses, demands, claims, causes of action and costs (including reasonable attorney's fees) of any and every nature whatsoever (including without limitation, claims for pollution and environmental damage) asserted against the Indemnitees by third parties, to the extent arising from or caused by the negligent acts or omissions of City, its contractors, or those for which it is legally responsible, or from a breach of the Agreement. To the fullest extent allowed by law, City further agrees to fully

protect, defend, indemnify, save and hold harmless the Indemnitees from and against any claim by any employee of City, contractor or any third party, based on the failure of the Indemnitees to provide a safe place to work or correct an unsafe condition at a work location to the extent the condition found to be unsafe was observed by City or its employees or should have been observed by them upon a reasonably careful inspection of the work location.

(vii) At all times commencing on the date of this Agreement, and continuing until completion of the Fill Project, City and its contractor(s) and agents(s) doing work on the Fill Project or accessing the Adjacent Property shall comply with and maintain in full force the insurance policies and additional requirements set forth on the attached **Exhibit D**.

4. **Conditions to Closing.** The obligations of City under this Agreement are contingent upon each of the following:

- a. **Representations and Warranties.** All of the representations and warranties of Knife River contained in this Agreement must be true now and on the Closing Date as if made on the Closing Date.
- b. **Title.** Title to the Property shall have been found acceptable by City, or been made acceptable, in each case in accordance with the requirements and terms of this Agreement.
- c. **Performance of Knife River's Obligations.** Knife River shall have performed all of the obligations required to be performed by Knife River under this Agreement, as and when required by this Agreement.
- d. **Expiration or Waiver of Inspection Period.** The Inspection Period shall have expired without City terminating this Agreement in accordance with Section 2, or City shall have waived the Inspection Period.
- e. **Failure of Condition.** In the event of the failure of any condition precedent set forth above, City, at its sole election, may (i) terminate this Agreement by notice in writing delivered to Knife River on or before the Closing Date; (ii) waive the condition and proceed to Closing; or (ii) if such failure arises from Knife River's breach of this Agreement, avail itself of any remedies provided herein.

The obligations of Knife River under this Agreement are contingent upon each of the following:

- a. **Representations and Warranties.** The representations and warranties of City contained in this Agreement must be true now and on the Closing Date as if made on the Closing Date.
- b. **Performance of City's Obligations.** City shall have performed all of the obligations required to be performed by City under this Agreement, as and when required by this Agreement.
- c. **Re-Plat.** The Re-Plat shall be finally approved, recorded, and effective.

- d. Failure of Condition. In the event of the failure of any condition precedent set forth above, Knife River, at its sole election, may (i) terminate this Agreement by notice in writing delivered to City on or before the Closing Date; (ii) waive the condition and proceed to Closing; or (iii) if such failure arises from City's breach of this Agreement, avail itself of any remedies provided herein.

5. Closing. The closing of the purchase and sale contemplated by this Agreement (the "**Closing**") shall occur on a date and time selected by Knife River and City provided that Closing shall occur on or before November 15, 2019 (the "**Closing Date**"). The Closing shall be conducted at the offices of First Montana Title Company of Billings ("**Title**"), or at another mutually agreed upon location, or in accordance with escrow instructions provided by the parties. Knife River shall deliver possession of the Property to City on the Closing Date.

- a. Knife River's Closing Documents. On the Closing Date, Knife River shall execute and deliver to City the following (collectively, "**Knife River's Closing Documents**"):

(i) Special Warranty Deed. The Deed, in a form acceptable to Knife River and City, conveying the Property to City by Knife River subject to the Permitted Encumbrances. Without limiting the generality of the foregoing, the parties acknowledge and agree that Knife River shall not be obligated to remedy or remove defects or encumbrances affecting the Property.

(ii) Title Documents. Such affidavits or other documents as may be reasonably required by Title in order to record the Closing Documents and issue an owner's policy in favor of City containing no exceptions other than the Permitted Encumbrances.

(iii) Other Documents. All other documents required by law or as may be reasonably required by Title to transfer and effect the sale of the Property, consistent with the terms and provisions of this Agreement.

- b. City's Closing Documents. On the Closing Date, City will execute as applicable, and deliver to Knife River the following (collectively, "**City's Closing Documents**"):

(i) Purchase Price. The wired funds of the Purchase Price as provided in Section 1(b).

(ii) Title Documents. Such affidavits or other documents as may be reasonably required by Title in order to record the Closing Documents and issue an owner's policy in favor of City.

(iii) Other Documents. All other documents as reasonably required by Title to effect the transfer and sale of the Property.

6. Allocation of Closing Costs. Knife River and City agree to the following allocation of costs regarding this Agreement:

- a. Title Insurance, Closing Fee. Knife River will pay all costs of the Title Commitment, and the City shall pay all premiums and other costs of any title insurance policy obtained by City or its lender. The fees charged by Title for closing shall be paid one-half by Knife River and one-half by City.
  - b. Real Estate Taxes and Special Assessments. General real estate taxes and installments of special assessments certified and payable therewith prior to the year in which the Closing occurs and all prior years will be paid by Knife River. General real estate taxes and installments of special assessments certified and payable therewith in the year Closing occurs will be prorated and paid by Knife River and City as of the Closing Date based upon a calendar year. City shall pay all general real estate taxes and special assessments in all years after the Closing.
  - c. Recording Costs. City will pay the cost of recording the Deed and any mortgages or other documents pertaining to its financing. Knife River will pay the cost of recording any documents necessary to remove any lien which is not a Permitted Encumbrance.
  - d. Utility Expenses. Utility expenses will be prorated as of the Closing Date. Knife River will pay the cost of utility expenses prior to the Closing Date including any delinquent utility costs. City will pay the cost of all utility expenses for the Property as of the Closing Date and subsequent to the Closing Date.
7. **Title Examination.** Title examination will be conducted as follows:
- a. Knife River's Title Evidence. Within ten (10) business days after the Re-Plat is complete, Knife River shall furnish a commitment for an owner's policy of title insurance to be issued at Closing (or as soon as possible thereafter) in the amount of the total Purchase Price, which commitment shall be issued by Title, (the "**Title Commitment**"). Together with the Title Commitment, Title shall deliver to City complete, legible copies of all documents recorded in the chain of title which are disclosed by Title as exceptions to title.
  - b. City's Objections. If written objection to the form or content of the Title Commitment or the status or condition of title is made by City and delivered to Knife River within five (5) business days after receipt of the Title Commitment and complete legible copies of all exception documents (the "**Title Objection Period**"), then timely objection to title (collectively, the "**Objections**") shall have been made. In the event of Objections, Knife River will have until the Closing Date to cure the Objections. If the Objections are not cured on or before the Closing Date, City will have the option to do either of the following: (i) terminate this Agreement, or (ii) waive the Objections and proceed to Closing and such Objections shall become Permitted Encumbrances; provided that City shall have the option, at Closing, to pay directly any liens, mortgages, or judgments against the Property created by or through Knife River that are liquidated in amount and to which an Objection has been made by City, and City may deduct the amount so paid from the Purchase Price. Notwithstanding anything herein to the contrary, in

no event shall City's title review hereunder extend the Closing Date. Any matter shown on the Title Commitment and not so objected to by City shall be deemed a "Permitted Encumbrance" under this Agreement.

8. **Representations and Warranties by Knife River.** Knife River represents and warrants to City on the date hereof as follows:

- a. **Authority.** Knife River is duly organized and is in good standing under the laws of the State of Montana; Knife River has the requisite power and authority to enter into and perform this Agreement and those Knife River's Closing Documents signed by it; such documents have been duly authorized by all necessary corporate action on the part of Knife River and have been duly executed and delivered; such execution, delivery and performance by Knife River of such documents does not conflict with or result in a violation of Knife River's organizational documents, or any judgment, order, or decree of any court or arbiter to which Knife River is a party or require any consent or approval of any court, governmental authority or other person; such documents are valid and binding obligations of Knife River, and are enforceable in accordance with their terms.
- b. **Rights of Others to Purchase the Property.** Knife River has not entered into any other contracts for the sale of the Property, nor, to Knife River's knowledge, are there any rights of first refusal or options to purchase the Property or any other rights of others that might prevent the consummation of this Agreement.
- c. **FIRPTA.** Knife River is not a "foreign person", "foreign partnership", "foreign trust" or "foreign estate" as those terms are defined in Section 1445 of the Internal Revenue Code.
- d. **Litigation.** To Knife River's knowledge, there are no actions, suits, arbitrations, governmental investigations or other proceedings of any kind pending or, to Knife River's knowledge, threatened against Knife River or affecting the Property before any court, governmental authority or other entity that would prevent Knife River's sale of the Property to City as provided in this Agreement.
- e. **Notice of Violations.** Knife River has not received any notice from any governmental authority to the effect that either Knife River or the Property does not comply with any laws as they affect the Property and its use.
- f. **Construction Liens.** No materials have been delivered nor any work or labor performed on the Property under contracts with or on behalf of Knife River which have not been fully paid for, and no person or entity presently has any lien, or right of lien, against the Property for labor or materials.

9. **Representations and Warranties by City.** City represents and warrants to Knife River that City has the requisite power and authority to enter into this Agreement and the related documents signed by it; such documents have been duly authorized by all necessary action on the part of City and have been duly executed and delivered; that the execution, delivery and performance by City of such documents do not conflict with or result in violation of, as applicable,

any judgment, order or decree of any court or arbiter to which the City is a party; such documents are valid and binding obligations of City, and are enforceable in accordance with their terms.

**10. As-Is; Acceptance of Property.** CITY AND KNIFE RIVER UNDERSTAND, ACKNOWLEDGE AND AGREE THAT, EXCEPT AS PROVIDED IN THIS AGREEMENT, CITY'S PURCHASE OF THE PROPERTY AND ANY OTHER RIGHTS AND INTERESTS TO BE CONVEYED, SOLD, TRANSFERRED AND/OR ASSIGNED PURSUANT TO THIS AGREEMENT SHALL BE ON AN "AS IS" "WHERE IS" BASIS AND CONDITION WITH ALL FAULTS, AND CITY ACKNOWLEDGES AND AGREES THAT, EXCEPT AS EXPRESSLY PROVIDED IN THIS AGREEMENT, KNIFE RIVER HAS NOT MADE, DOES NOT MAKE AND SPECIFICALLY NEGATES AND DISCLAIMS ANY REPRESENTATIONS, WARRANTIES, PROMISES, COVENANTS, AGREEMENTS OR GUARANTIES OF ANY KIND OR CHARACTER WHATSOEVER, WHETHER EXPRESS OR IMPLIED, ORAL OR WRITTEN, PAST, PRESENT OR FUTURE, OF, AS TO, CONCERNING OR WITH RESPECT TO (A) THE VALUE, NATURE, QUALITY OR CONDITION OF THE PROPERTY, INCLUDING, WITHOUT LIMITATION, THE WATER, SOIL AND GEOLOGY, OR AS TO THE PHYSICAL MEASUREMENTS OR USABLE SPACE OF THE PREMISES, (B) THE INCOME TO BE DERIVED FROM THE PROPERTY OR THE EXPENSES OR OPERATIONS OF THE PROPERTY, (C) THE SUITABILITY OF THE PREMISES FOR ANY AND ALL ACTIVITIES AND USES WHICH CITY MAY CONDUCT THEREON, (D) THE COMPLIANCE OF OR BY THE PREMISES OR ITS OPERATION WITH ANY LAWS, RULES, ORDINANCES OR REGULATIONS OF ANY APPLICABLE GOVERNMENTAL AUTHORITY OR BODY, (E) THE HABITABILITY, MERCHANTABILITY, MARKETABILITY, PROFITABILITY OR FITNESS FOR ANY PARTICULAR PURPOSE OF THE PROPERTY, (F) THE MANNER OR QUALITY OF THE CONSTRUCTION OR MATERIALS INCORPORATED INTO THE PROPERTY, (G) THE MANNER, QUALITY, STATE OF REPAIR OR LACK OF REPAIR OF THE PROPERTY, (H) THE EXISTENCE OR NONEXISTENCE OF ANY LATENT OR PATENT DEFECTS WITH RESPECT TO THE PROPERTY, (I) THE EXISTENCE OR NONEXISTENCE OR DISPOSAL OF HAZARDOUS SUBSTANCES OR POLLUTANTS AT, IN, ON, UNDER OR IN THE VICINITY OF THE PREMISES, INCLUDING, WITHOUT LIMITATION, ANY "HAZARDOUS SUBSTANCES" AS DEFINED BY THE COMPREHENSIVE ENVIRONMENTAL RESPONSE COMPENSATIONS AND LIABILITY ACT OF 1980, AS AMENDED, AND REGULATIONS PROMULGATED THEREUNDER (COLLECTIVELY, "CERCLA") AND ANY "SOLID WASTE" AS DEFINED BY THE U.S. ENVIRONMENTAL PROTECTION AGENCY REGULATIONS AT 40 C.F.R., PART 261, (J) COMPLIANCE WITH ANY ENVIRONMENTAL PROTECTION, POLLUTION OR LAND USE LAWS, RULES, REGULATIONS, ORDERS OR REQUIREMENTS, INCLUDING WITHOUT LIMITATION CERCLA ("ENVIRONMENTAL LAWS"), (K) TITLE TO THE PREMISES OR THE ASSIGNABILITY, ASSUMABILITY, TRANSFERABILITY OR VALIDITY OF ANY CONTRACTS, AGREEMENTS, FRANCHISES, LICENSES, PERMITS, GOVERNMENT APPROVALS, WARRANTIES OR GUARANTIES RELATING TO THE PREMISES OR THE USE AND OPERATION THEREOF; (L) COMPLIANCE OR NONCOMPLIANCE WITH LOCAL, STATE OR FEDERAL STATUTES, ORDINANCES, ORDERS, OR REGULATIONS CONCERNING THE PREMISES OR THE USE THEREOF; (M) PRIOR OR CURRENT OPERATIONS CONDUCTED ON THE PREMISES, OR (N) ANY OTHER MATTER OR THING WITH RESPECT TO, AFFECTING OR RELATING TO THE PROPERTY. CITY

FURTHER ACKNOWLEDGES AND AGREES THAT HAVING BEEN GIVEN THE OPPORTUNITY TO INSPECT THE PROPERTY, CITY IS RELYING SOLELY ON ITS OWN INVESTIGATION OF THE PROPERTY AND NOT ON ANY INFORMATION PROVIDED OR TO BE PROVIDED BY KNIFE RIVER OR ANY AFFILIATE OF KNIFE RIVER OR ANY AGENT, EMPLOYEE, SERVANT OR REPRESENTATIVE OF KNIFE RIVER OR ANY AFFILIATE OF KNIFE RIVER OR ANY BROKER OR ANY OTHER PERSON. EXCEPT AS OTHERWISE PROVIDED IN THIS AGREEMENT, KNIFE RIVER IS NOT AND SHALL NOT BE LIABLE OR BOUND IN ANY MANNER BY ANY ORAL OR WRITTEN STATEMENTS, REPRESENTATIONS OR INFORMATION PERTAINING TO THE PROPERTY, OR THE OPERATIONS THEREOF, FURNISHED BY KNIFE RIVER OR ANY AFFILIATE OF KNIFE RIVER OR ANY AGENT, EMPLOYEE, SERVANT OR REPRESENTATIVE OF KNIFE RIVER OR ANY AFFILIATE OF KNIFE RIVER OR ANY BROKER OR ANY OTHER PERSON.

**11. Release.** CITY HEREBY AGREES THAT, TO THE FULLEST EXTENT PERMITTED BY LAW, AS OF THE CLOSING, AND, EXCEPT AS OTHERWISE SPECIFICALLY PROVIDED IN THIS AGREEMENT, KNIFE RIVER AND EACH OF ITS DIRECTORS, SHAREHOLDERS, OFFICERS, EMPLOYEES, ATTORNEYS, AFFILIATES AND RELATED ENTITIES, HEIRS, SUCCESSORS, AND ASSIGNS (COLLECTIVELY, THE "RELEASEES") SHALL BE, AND ARE HEREBY, FULLY AND FOREVER RELEASED AND DISCHARGED FROM ANY AND ALL LIABILITIES, INCLUDING, WITHOUT LIMITATION, STRICT LIABILITIES, LOSSES, CLAIMS (INCLUDING THIRD PARTY CLAIMS), DEMANDS, DAMAGES (OF ANY NATURE WHATSOEVER), CAUSES OF ACTION, COSTS, PENALTIES, FINES, JUDGMENTS, REASONABLE ATTORNEYS' FEES, CONSULTANTS' FEES AND COSTS AND EXPERTS' FEES (COLLECTIVELY, THE "CLAIMS") WITH RESPECT TO ANY AND ALL CLAIMS, WHETHER DIRECT OR INDIRECT, KNOWN OR UNKNOWN, FORESEEN OR UNFORESEEN, THAT MAY ARISE ON ACCOUNT OF OR IN ANY WAY BE CONNECTED WITH THE PROPERTY OR THE PHYSICAL, ENVIRONMENTAL AND STRUCTURAL CONDITION OF THE PREMISES OR ANY LAW OR REGULATION APPLICABLE THERETO, INCLUDING, WITHOUT LIMITATION, ANY CLAIMS FOR COST RECOVERY UNDER CERCLA OR ANY OTHER CLAIMS UNDER ANY ENVIRONMENTAL LAWS, AND ANY CLAIM OR MATTER (REGARDLESS OF WHEN IT FIRST APPEARED) RELATING TO OR ARISING FROM (I) ANY VIOLATION, NONCOMPLIANCE OR OBLIGATION TO COMPLY WITH ENVIRONMENTAL LAWS, THE PRESENCE OF ANY ENVIRONMENTAL PROBLEMS, OR THE USE, PRESENCE, STORAGE, RELEASE, DISCHARGE, OR MIGRATION OF HAZARDOUS MATERIALS ON, IN, UNDER OR AROUND THE PREMISES REGARDLESS OF WHEN SUCH HAZARDOUS MATERIALS WERE FIRST INTRODUCED IN, ON OR ABOUT THE PREMISES, (II) ANY PATENT OR LATENT DEFECTS OR DEFICIENCIES WITH RESPECT TO THE PROPERTY WHICH ARE UNKNOWN TO KNIFE RIVER, (III) ANY AND ALL MATTERS RELATED TO THE PROPERTY OR ANY PORTION THEREOF, INCLUDING WITHOUT LIMITATION, THE CONDITION AND/OR OPERATION OF THE PROPERTY AND EACH PART THEREOF, AND (IV) THE PRESENCE, RELEASE AND/OR REMEDIATION OF ASBESTOS AND ASBESTOS CONTAINING MATERIALS IN, ON OR ABOUT THE PREMISES REGARDLESS OF WHEN SUCH ASBESTOS AND ASBESTOS CONTAINING MATERIALS WERE FIRST INTRODUCED IN, ON OR ABOUT THE PREMISES. CITY HEREBY WAIVES AND AGREES NOT TO COMMENCE ANY ACTION,

LEGAL PROCEEDING, CAUSE OF ACTION OR SUITS IN LAW OR EQUITY, OF WHATEVER KIND OR NATURE, DIRECTLY OR INDIRECTLY, AGAINST THE RELEASEES OR THEIR AGENTS IN CONNECTION WITH CLAIMS DESCRIBED ABOVE. THE RELEASE PROVIDED IN THIS SECTION SHALL SPECIFICALLY APPLY WHETHER OR NOT ANY OF THE FOREGOING IS ATTRIBUTABLE, IN WHOLE OR IN PART, TO THE NEGLIGENCE OF KNIFE RIVER OR ANY OTHER RELEASEE.

12. **Damage.** If, on or prior to the Closing Date, all or any part of the Property is substantially damaged by fire casualty, the elements or any other cause, Knife River shall immediately give notice to City of such fact and at City's option (to be exercised within fifteen (15) days after Knife River's notice), this Agreement shall terminate, in which event neither party will have any further obligations under this Agreement and both parties shall have no further duties and obligations hereunder.

13. **Condemnation.** If, on or prior to the Closing Date, eminent domain proceedings are commenced against all or any part of the Property, Knife River shall immediately give notice to City of such fact and at City's option (to be exercised within fifteen (15) days after Knife River's notice), (i) City may proceed to purchase the Property (subject to the condemnation proceedings or, if such proceedings are completed prior to Closing, with an assignment from Knife River to City of all condemnation proceeds), or (ii) City may terminate this Agreement, in which event neither party will have further obligations under this Agreement.

14. **Assignment.** Neither City nor Knife River shall be permitted to assign its rights under this Agreement without obtaining the other party's prior written consent, which may be withheld in such party's sole and absolute discretion.

15. **Miscellaneous.**

- a. **Survival.** Except as specifically provided herein, all of the terms of this Agreement will survive and be enforceable after the Closing.
- b. **Notices.** Any notice required or permitted to be given by any party upon the other is given in accordance with this Agreement if it is directed to Knife River by delivering it personally to an officer of Knife River; or if it is directed to City, by delivering it personally to City; or if mailed in a sealed envelope by United States registered or certified mail, return receipt requested, postage prepaid; or if transmitted by facsimile, copy followed by mailed notice as above required; or if deposited cost paid with a nationally recognized, reputable overnight courier, properly addressed as follows:

If to Knife River: JTL Group, Inc.  
Attn: President  
4014 Hesper Road  
Billings, MT 59106

If to City: City of Billings  
Attn: Mayor

210 North 27<sup>th</sup> St.  
Billings, MT 59101

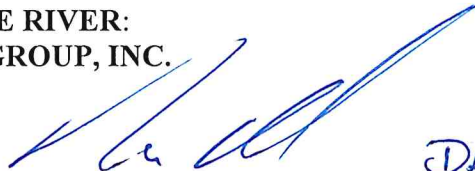
Notices shall be deemed effective on the earlier of the date of receipt or the date of deposit as aforesaid; provided, however, that if notice is given by deposit, the time for response to any notice by the other party shall commence to run one business day after any such deposit. Any party may change its address for the service of notice by giving written notice of such change to the other party, in any manner above specified, five (5) days prior to the effective date of such change.

- c. Captions. The paragraph headings or captions appearing in this Agreement are for convenience only, are not a part of this Agreement and are not to be considered in interpreting this Agreement.
- d. Entire Agreement; Modification. This written Agreement constitutes the complete agreement between the parties and supersedes any prior oral or written agreements between the parties regarding the Property. There are no verbal agreements that change this Agreement and no waiver of any of its terms will be effective unless in a writing executed by the parties.
- e. Binding Effect. This Agreement binds and benefits the parties and their respective heirs, successors and permitted assigns.
- f. Time is of Essence. Time is of the essence in the payment and performance of the parties' covenants, agreements, duties and obligations hereunder.
- g. Controlling Law. This Agreement has been made under the laws of the State of Montana, and such laws will control its interpretation.
- h. Counterparts; Facsimile/Electronic Signatures. This Agreement may be executed in counterparts, each of which shall be deemed an original and all of which taken together shall constitute one and the same instrument. Copies of signature received by facsimile or electronic means shall be deemed originals for all purposes.
- i. Remedies. If City defaults under this Agreement and fails to cure such default within fifteen (15) days after receiving notice of default from Knife River, Knife River shall have the right to terminate this Agreement by giving written notice to City, demand that City specifically perform City's duties and obligations under this Agreement, or demand that City pay monetary damages for City's failure to perform the terms of this Agreement. If Knife River defaults under this Agreement and fails to cure such default within fifteen (15) days after receiving notice of default from City, City shall have the right to terminate this Agreement by giving written notice to Knife River, or demand that Knife River specifically perform Knife River's duties and obligations under this Agreement. City shall have no right to seek damages from Knife River for City's loss of its bargain in failing to acquire the Property.

- j. Severability. The unenforceability or invalidity of any provision of this Agreement shall not render any other provision contained herein unenforceable or invalid.
- k. Cooperation. The parties, without further consideration, agree to execute such additional documents and provide such information as may be reasonably necessary to carry out this Agreement's purposes and intent and to fulfill the obligations of the respective parties under this Agreement.
- l. Brokers. Neither party has dealt with any other brokers, finders or the like regarding this transaction, and Knife River and City agree to indemnify each other and to hold each other harmless against any and all claims, damages, costs or expenses of or for any other such fees or commissions resulting from their actions or agreements regarding this Agreement's execution or performance, and will pay all costs of defending any action or lawsuit brought to recover any such fees or commissions incurred by the other party, including reasonable attorney's fees and will pay all costs of defending any action or lawsuit brought to recover such commission amount.

WHEREFORE, the parties have executed this Agreement as of the date first set forth above.

**KNIFE RIVER:  
JTL GROUP, INC.**

By:  DAVID RESCH  
 Its: Vice President

**CITY:  
CITY OF BILLINGS**

By: \_\_\_\_\_  
 Its: \_\_\_\_\_

**EXHIBIT A-1**

**PROPERTY DESCRIPTION**

The legal description for the property south of Hesper Road will be:

**Tract 2A of Certificate of Survey \_\_\_\_\_ TBD after filing \_\_\_\_\_ Located in the N1/2 of Section 22, T1S, R25E P.M.M. Yellowstone County Montana (144.80 Acres)**

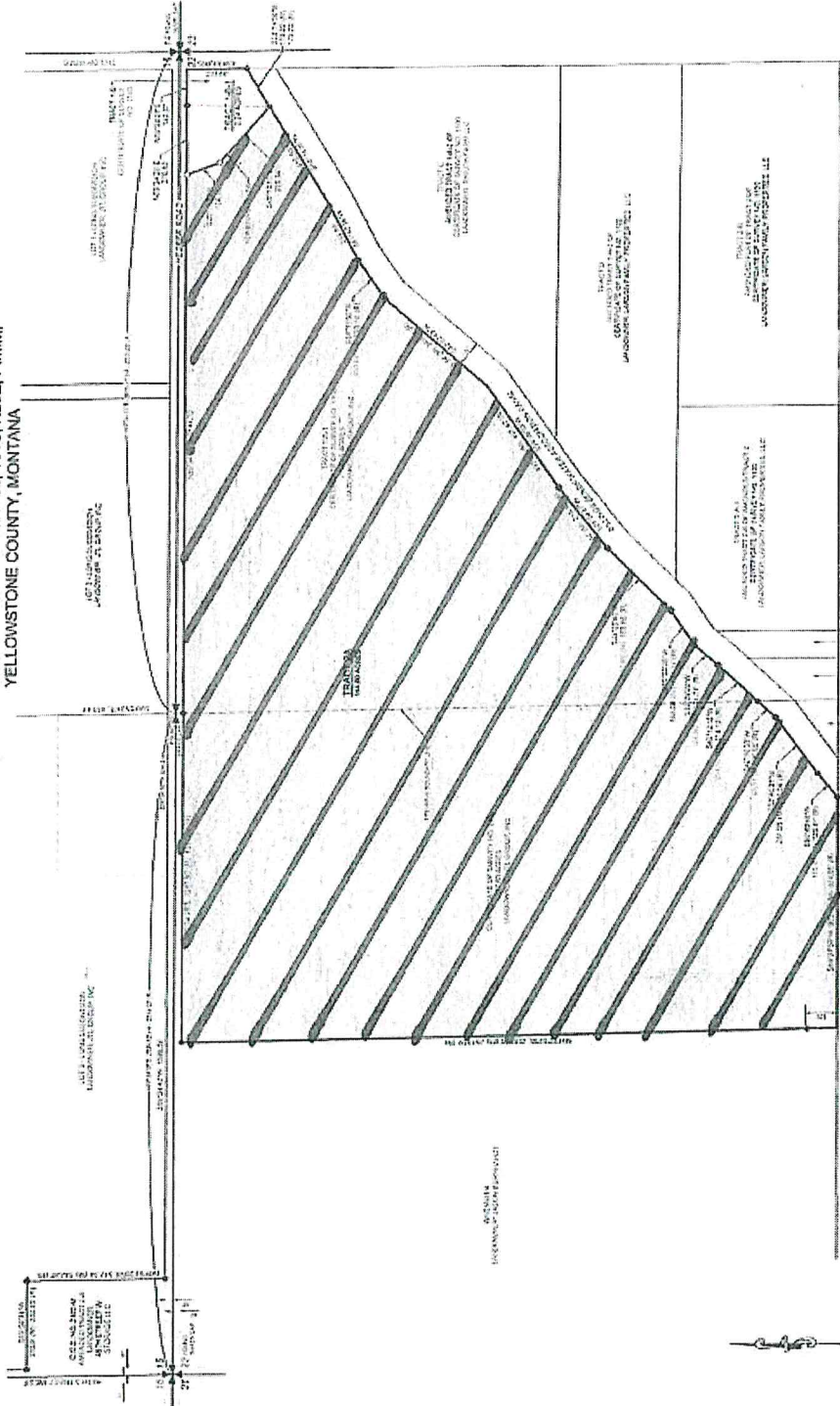
The legal description for the property north of Hesper Road will be:

**Lot 3A of the Amended Plat of Long Subdivision Located in the S1/2 of Section 15, T1S, R25E P.M.M. Yellowstone County Montana. (156.04 Acres)**

Total acres 300.84

**EXHIBIT A-2**  
**MAP DEPICTION OF PROPERTY**

**CERTIFICATE OF SURVEY NO.**  
**OF CERTIFICATE OF SURVEY NO. 2562 AND TRACT 1-A-1 OF AMENDED TRACT 1-A OF CERTIFICATE OF SURVEY NO. 1100,**  
**AND TRACT 1-B OF AMENDED TRACT 1 OF CERTIFICATE OF SURVEY NO. 1100**  
**LOCATED IN THE N1/2 OF SECTION 22, T04S, R25E, P10M, MT.**  
**YELLOWSTONE COUNTY, MONTANA**



**CERTIFICATE OF SURVEY NO. 1100**  
 OF CERTIFICATE OF SURVEY NO. 2562 AND TRACT 1-A-1 OF AMENDED TRACT 1-A OF CERTIFICATE OF SURVEY NO. 1100,  
 AND TRACT 1-B OF AMENDED TRACT 1 OF CERTIFICATE OF SURVEY NO. 1100  
 LOCATED IN THE N1/2 OF SECTION 22, T04S, R25E, P10M, MT.  
 YELLOWSTONE COUNTY, MONTANA

**CERTIFICATE OF COUNTY TREASURER**  
 I, \_\_\_\_\_, County Treasurer of Yellowstone County, Montana, do hereby certify that the above described land is the property of \_\_\_\_\_, as shown on the above described plat.

**CERTIFICATE OF PUBLIC HEALTH**  
 I, \_\_\_\_\_, Public Health Officer of Yellowstone County, Montana, do hereby certify that the above described land is not a public health hazard.

**CERTIFICATE OF COUNTY ENGINEER**  
 I, \_\_\_\_\_, County Engineer of Yellowstone County, Montana, do hereby certify that the above described land is not a public health hazard.

**LEGEND**

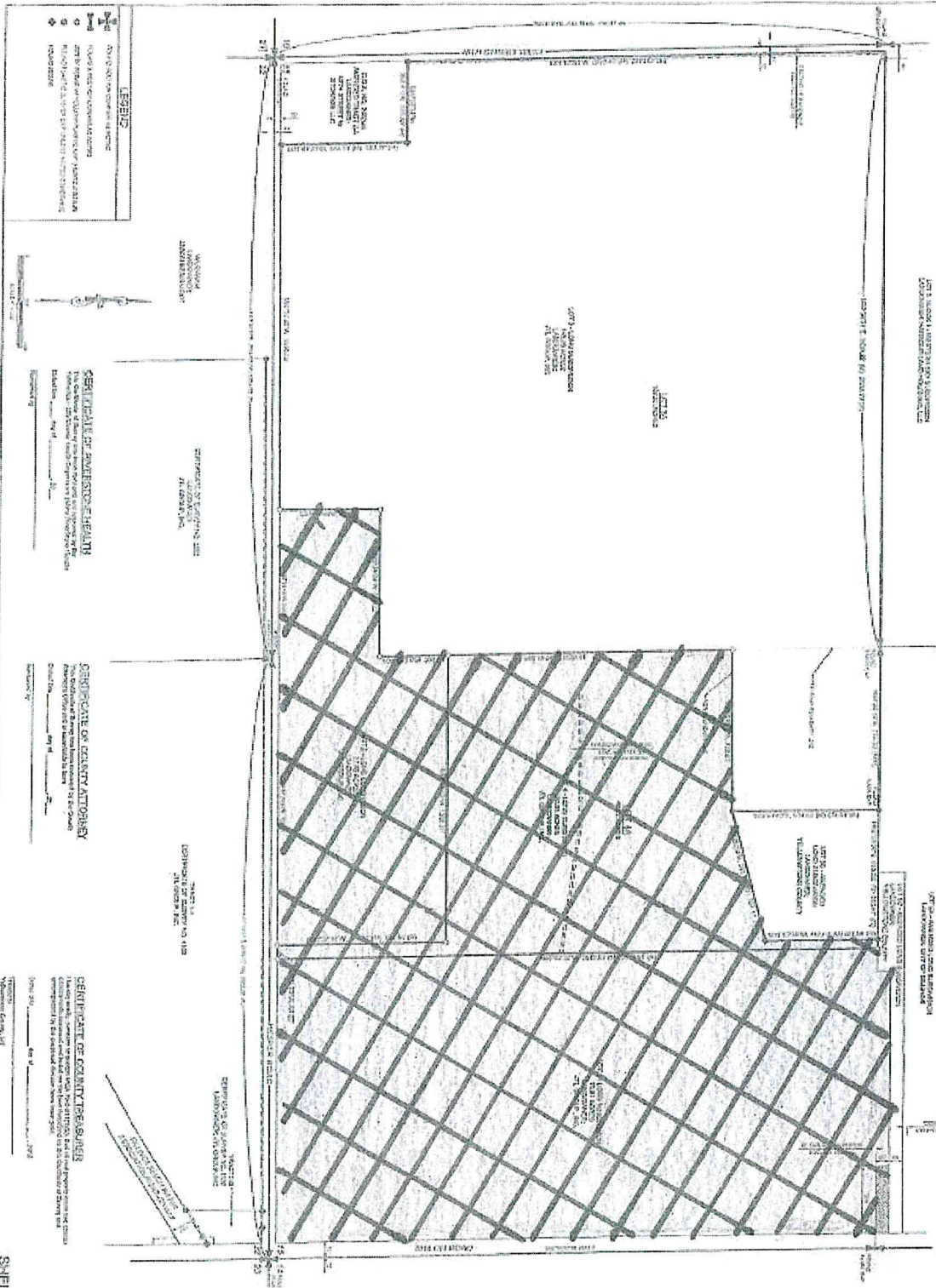
- ▲ ADJUTANT GENERAL'S SURVEY
- PUBLIC LANDS
- FEDERAL LANDS
- ◇ PRIVATE LANDS
- ◆ PUBLIC LANDS



**EXHIBIT B**  
**KNIFE RIVER'S ADJACENT PROPERTY**

# AMENDED PLAT

LOT 3 AND LOT 4 OF LONG SUBDIVISION  
 LOCATED IN THE S1/2 OF SECTION 15, T01S, R29E, P.M.M.  
 YELLOWSTONE COUNTY, MONTANA

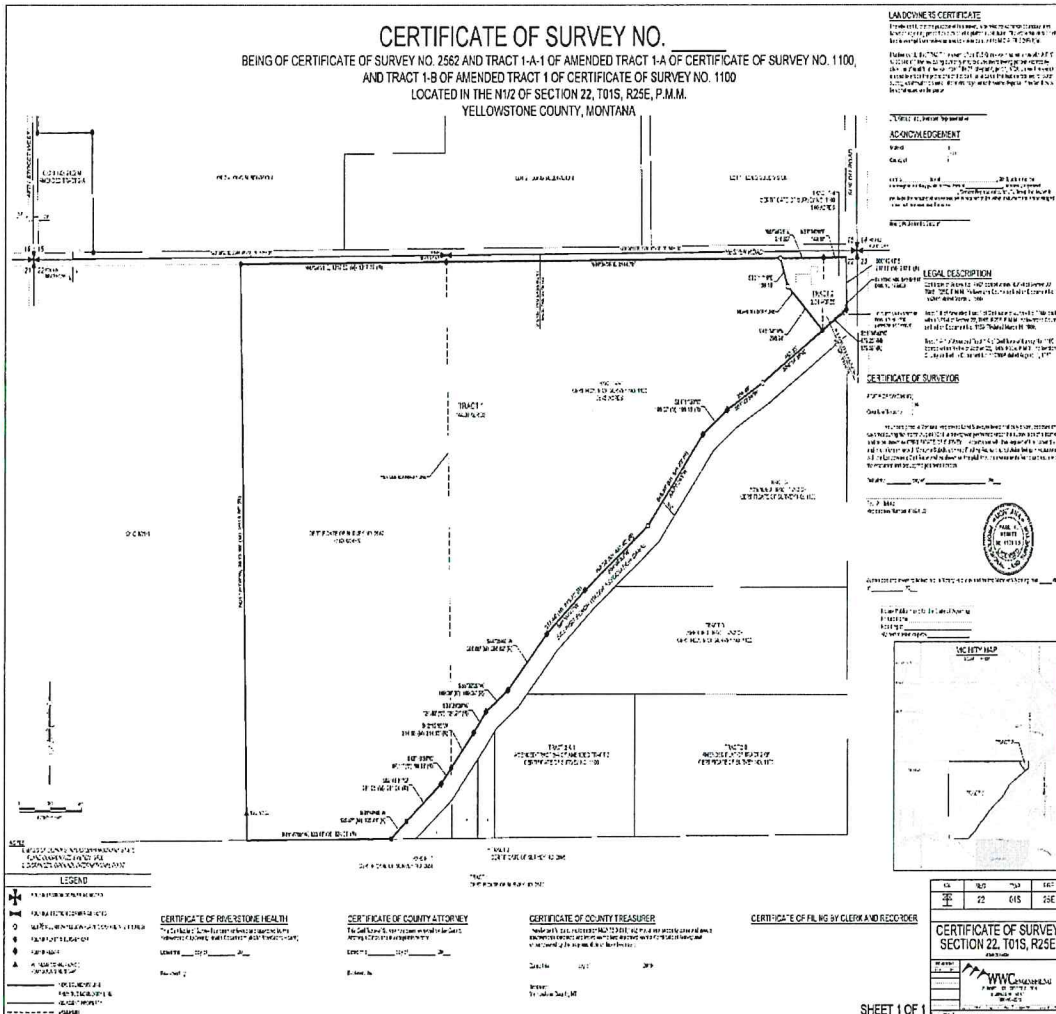


**EXHIBIT C**  
**REPLAT OF PROPERTY**



# CERTIFICATE OF SURVEY NO. \_\_\_\_\_

BEING OF CERTIFICATE OF SURVEY NO. 2562 AND TRACT 1-A-1 OF AMENDED TRACT 1-A OF CERTIFICATE OF SURVEY NO. 1100,  
AND TRACT 1-B OF AMENDED TRACT 1 OF CERTIFICATE OF SURVEY NO. 1100  
LOCATED IN THE N/2 OF SECTION 22, T01S, R25E, P.M.M.  
YELLOWSTONE COUNTY, MONTANA

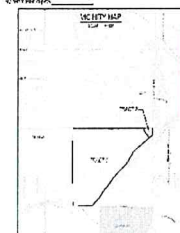


**LANDING CERTIFICATE**  
I hereby certify that the above described land is the same as shown on the original survey map and that the same is not subject to any other claim or interest of any person other than the person or persons named in the above certificate.

**ACKNOWLEDGEMENT**  
I, the undersigned, being duly sworn, depose and say that the above described land is the same as shown on the original survey map and that the same is not subject to any other claim or interest of any person other than the person or persons named in the above certificate.

**LEGAL DESCRIPTION**  
The above described land is the same as shown on the original survey map and that the same is not subject to any other claim or interest of any person other than the person or persons named in the above certificate.

**CERTIFICATE OF SURVEYOR**  
I, the undersigned, being duly sworn, depose and say that I am a duly licensed and qualified surveyor and that the above described land is the same as shown on the original survey map and that the same is not subject to any other claim or interest of any person other than the person or persons named in the above certificate.



**LEGEND**  
+ PUBLIC LANDS  
- PRIVATE LANDS  
- WATER RIGHTS  
- EASEMENTS  
- ENCUMBRANCES  
- UNDEVELOPED LAND  
- DEVELOPED LAND  
- ROAD RIGHTS-OF-WAY  
- FENCE LINES  
- SURVEY LINES  
- BOUNDARY LINES  
- CORNER MARKERS  
- ADJACENT SURVEYS

**CERTIFICATE OF PRIVATE HEALTH**  
I, the undersigned, being duly sworn, depose and say that the above described land is not subject to any other claim or interest of any person other than the person or persons named in the above certificate.

**CERTIFICATE OF COUNTY ATTORNEY**  
I, the undersigned, being duly sworn, depose and say that the above described land is not subject to any other claim or interest of any person other than the person or persons named in the above certificate.

**CERTIFICATE OF COUNTY TREASURER**  
I, the undersigned, being duly sworn, depose and say that the above described land is not subject to any other claim or interest of any person other than the person or persons named in the above certificate.

**CERTIFICATE OF FILING BY CLERK AND RECORDER**

22	015	25E
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**CERTIFICATE OF SURVEY SECTION 22, T01S, R25E**  
W.W. CUNNINGHAM  
Surveyor  
No. 12345  
State of Montana

## EXHIBIT D

### INSURANCE REQUIREMENTS

**Insurance.** City and its contractor(s) and agents(s) (collectively referred to herein as “Contractor” for purposes of these insurance requirements and this Exhibit D) shall obtain, at its own expense, from reliable insurance carriers satisfactory to the Owner and authorized to do business in the state where the Work is to be performed, the following applicable insurance policies indicated below, with limits not less than those specified:

1. Worker’s Compensation insurance complying with the law of the state(s) in which any work under this Contract is to be performed, whether or not required by such laws to maintain such insurance, and Employer’s Liability Insurance with limits of \$1,000,000.
- If a State Fund is to evidence the Workers’ Compensation coverage, an endorsement or policy providing stop gap coverage in place of Employer’s Liability is acceptable.
- No waivers of workers compensation insurance by independent contractors will be accepted.
2. Commercial General Liability insurance with a combined single limit for bodily injury and property damage of \$1,000,000 each occurrence and general products liability aggregate of \$2,000,000 each, covering all obligations or operations to be performed under this Contract. Policy shall include two years completed operations coverage, no modifications that reduce the standard coverage provided under a commercial liability form, and delete railroad exclusions from contractual section or definition section of insured contract.
3. Commercial Automobile Liability insurance with a combined single limit for bodily injury and property damage of \$1,000,000 each occurrence to include coverage for all owned, non-owned, and hired vehicles.
4. If applicable, Contractor’s Pollution Liability insurance, \$1,000,000 each occurrence. This policy shall protect against the actual or alleged liability and costs arising from the sudden and accidental release of pollutants or hazardous materials arising from the Contractor’s work.
5. Commercial Umbrella Liability/Excess Liability insurance providing coverage in excess of the limits specified above (except Workers Compensation) with limits of not less than \$5,000,000 per occurrence.

#### **General Insurance Provisions.**

1. Any and all deductibles/self-insured retentions in the above-described insurance policies shall be assumed by, for the account of, and at the sole risk of the Contractor.

Limits may be met in combination of both primary and umbrella/excess policies.

2. Any insurance on a “claims made” basis shall provide at least a one year extended reporting period if coverage is cancelled or non-renewed following termination of the agreement.

3. The “explosion,” “collapse,” and “underground” exclusions shall be removed from the liability insurance policies.

4. Cancellation of policies providing coverage herein, as it affects the interest of the Owner, shall be effective only after written notice is received by the Owner thirty (30) days in advance of any such cancellation, except if such cancellation is due to failure to pay premiums in which case 10 days’ prior written notice of cancellation is given to said Owner.

5. Upon execution of the Contract and prior to commencing Work, the Contractor shall deliver to the Owner certificates in a form satisfactory evidencing the existence of insurance as provided for above and, except with regard to Worker’s Compensation and Professional Liability Insurance, naming the Owner as an additional insured; and shall also provide primary coverage without right of contribution by any insurance carried by the Owner. Contractor will resubmit updated certificates prior to the expiration date of any required insurance.

6. All of the above-described insurance policies, together with all other insurance policies now owned or purchased hereunder, shall contain provisions that the insurance carriers will have no right of recovery or subrogation against Owner or any of its subsidiaries or affiliated companies and Contractor does hereby waive its right of recovery against Owner where allowed by law.

7. Irrespective of the requirements as to insurance to be carried, the insolvency, bankruptcy or failure of any such insurance carrier providing insurance, or failure of any such insurance carrier to pay claims occurring, shall not be held to waive any of the provisions hereof.

8. Further, compliance by the Contractor with the insurance requirements set forth herein shall not relieve the Contractor from liability for amounts in excess of the limits of insurance.

9. Contractor shall require all of its subcontractors to fully comply with these insurance provisions, name the Owner as an additional insured, and all to be endorsed with a waiver of subrogation in favor of Owner. Any deficiencies in the coverages, policy limits, or endorsements of said subcontractor shall be the sole responsibility of the Contractor.

10. Owner shall not insure nor be responsible for any loss or damage to equipment or property of any kind owned or leased by the Contractor or its subcontractors, employees, servants, or agents.